



NORTHERN COLORADO REGIONAL AIRPORT COMMISSION

REGULAR MEETING AGENDA

THURSDAY, August 21, 2025

3:00PM – 4:00PM

ALL MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND THIS MEETING IN-PERSON AT:

4867 VENTURE DR, JOHNSTOWN CO 80534 – BOARD ROOM

OR PARTICIPATE VIRTUALLY USING THE INFORMATION BELOW:

Join Zoom meeting:

<https://us06web.zoom.us/j/81745121465?pwd=5ppt3wqwwanti9jljsxjapkmwnncin.1>

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>

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

15 Minutes

CONSENT AGENDA

PAGE:3-67

10 MINUTES

1. July 17, 2025, REGULAR MEETING MINUTES
2. LEASE ASSIGNMENT AND ASSUMPTION- 5255 NORTHROP ST
3. DIRECTORS REPORT

APPROVAL OF CONSENT AGENDA

PULLED CONSENT AGENDA ITEMS

DISCUSSION AGENDA

1. QUARTERLY FINANCIAL OVERVIEW
INFORMATIONAL
PRESENTER: MOLLY ELDER, DEPUTY CHIEF FINANCIAL OFFICER
PAGE:68-72 10 MINUTES
2. SHORT-TERM LEASE AGREEMENT WITH GROOME TRANSPORTATION
ACTION
PRESENTER: AARON EHLE, BUSINESS DEVELOPMENT SPECIALIST
PAGE:73-75 10 MINUTES
3. GROUND TRANSPORTATION OPERATOR NEGOTIATIONS UPDATE
WITH POSSIBLE EXECUTIVE SESSION AS AUTHORIZED BY
COLORADO REVISED STATUTE §§ 24-6-402 (4)(a), (b), AND (e)(I)
INFORMATIONAL
PRESENTER: JOHN KINNEY, AIRPORT DIRECTOR
PAGE:76 10 MINUTES

ADDITIONAL BUSINESS FROM AIRPORT COMMISSIONERS

5 MINUTES

Adjournment



NORTHERN COLORADO

REGIONAL AIRPORT COMMISSION

FUTURE MEETING TOPICS

SEPTEMBER 30: 3:00-5:00

- Air Service Development Presentation 301
Ms. Sally Covington, Air Service
Development Consultant

OCTOBER 16: 3:00-5:00

- Air Traffic Control Tower Preferred Alternative
- Parcel C Hangar Development Update

July 17, 2025 REGULAR COMMISSION MEETING SIGN-IN SHEET

PLEASE PRINT:

[illegible]



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 FINANCIAL 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



ITEM NUMBER: 4

MEETING DATE: August 21, 2025

PREPARED BY: Aaron Ehle – Planning & Business Development Specialist

TITLE

Lease Assignment and Assumption – 5255 Northrop St.

RECOMMENDED AIRPORT COMMISSION ACTION

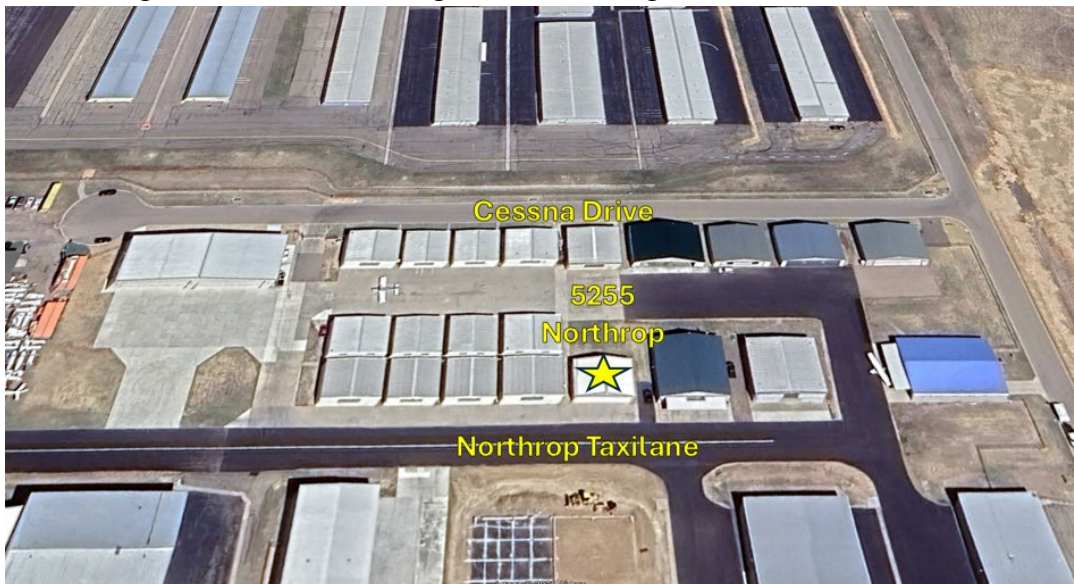
Approve of the assignment and assumption as presented

BUDGET IMPACT

Neutral, the lease rates will remain unchanged

SUMMARY

This is an administrative item. Lease agreement transfers are routine and require Airport Commission approval under the intergovernmental agreement (IGA) between the Cities of Fort Collins and Loveland. In this case, the current lessees, Gary MacFarquar and Ray Middleton, are requesting to transfer their lease to Stewart C. Gibbons. The lease does not include a right of first refusal clause for the Airport to purchase the hangar. With all extension options, the lease is scheduled to terminate on May 14, 2038. Airport staff have reviewed the request and confirmed that the account is in good standing, with no outstanding issues or obligations.



ATTACHMENT

Lease Assignment and Assumption - 5255 Northrop

ASSIGNMENT AND ASSUMPTION OF LEASE AGREEMENT

5255 Northrop St
Loveland, CO 80538

WHEREAS, the Cities of Fort Collins and Loveland, Colorado (the “Cities”) acting by and through the Northern Colorado Regional Airport Commission (“NCRAC”) are the Lessors under that Hangar Ground Lease Agreement dated May 15, 1998, a copy of which is attached hereto as **Attachment 1** and incorporated herein by this reference (the “Lease Agreement”) originally entered into with Robert J. Rodgers and Robin G. Rodgers as Lessee concerning that property at the Northern Colorado Regional Airport described in Exhibit A to the Lease Agreement (the “Leased Premises”). The Lease Agreement was previously assigned pursuant to an Assignment and Assumption Agreement dated June 18, 2012, to Raymond Middleton and Gary MacFarquhar as Lessee. Raymond Middleton and Gary MacFarquhar (“Assignor”) now desires to assign the Lease Agreement as set forth herein; and

WHEREAS, the Cities are parties to an Amended and Restated Intergovernmental Agreement for the Joint Operation of the Northern Colorado Regional Airport signed on January 22, 2015 and paragraph 4.A. of said Agreement delegates to the NCRAC the authority to enter into lease agreements in a form generally approved by the Cities; and

WHEREAS, the form of this lease agreement has been previously generally approved by the Cities; and

WHEREAS, Commission Bylaws adopted on October 15, 2015 authorize the Commission Chair to sign such agreements on behalf of NCRAC; and

WHEREAS, Assignor desires to assign all of its lease rights and obligations for the Leased Premises, as well as all improvements located thereon, to Stewart C. Gibbons (“Assignee”); and

WHEREAS, Article 13 of the Lease Agreement permits this assignment under the conditions as set forth therein; and

WHEREAS, Assignee intends to benefit the Cities by promising to perform all terms and conditions of the Lease Agreement with respect to the Leased Premises as Lessee under the Lease Agreement.

NOW, THEREFORE, in consideration of the Cities’ approval, the mutual covenants and agreements expressed in the Lease Agreement, the mutual promises and covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Assignor, by its signature below, hereby assigns all of its right, title and interest in and to the Lease Agreement and the Leased Premises, to Assignee as of September 1, 2025, (the “Effective Date”).

2. Assignee, by its signature below, hereby assumes and agrees to be bound by all obligations, responsibilities and terms of the Lease Agreement with respect to the Leased Premises

and hereby becomes the Lessee of the Leased Premises under the Lease Agreement as of the Effective Date.

3. Assignee acknowledges and agrees that the annual rent payment for the Leased Premises under the Lease Agreement is \$451.28 per year, payable in monthly installments, which rental amount shall be adjusted on May 1, 2028 and on each anniversary thereafter pursuant to Article 4 of the Lease Agreement.

4. Assignee submits to the Cities herewith, the proof of insurance as required in Articles 8 and 9 of the Lease Agreement, attached hereto as **Attachment 2** and incorporated herein by this reference.

5. Assignee submits to the Cities the following notice address pursuant to Article 23 of the Lease Agreement:

**Stewart C. Gibbons
3332 Boundless Lane
Timnath, CO 80547
970-219-0934
4gibbons@gmail.com**

6. The Cities designate the NCRAC and the Airport Manager as its representatives who shall make, within the scope of their authority, all necessary and proper decisions with reference to the Lease.

7. For purposes of this Agreement, there may be any number of counterparts, each of which shall be deemed as originals. Facsimile, scanned and other electronic signatures permitted by law, for purposes of this Agreement, shall be deemed as original signatures.

Dated this ____ day of _____, 20____.

[end of page 2]

Assignee:
Stewart C. Gibbons
3332 Boundless Lane
Timnath, CO 80547

By: Stewart C. Gibbons

[illegible]

Subscribed and sworn to before me this _____ day of ____, 20____ by _____, as _____ of _____.

My commission expires_____. SEAL

Notary Public

Assignor:
Raymond Middleton
4742 Shavano Drive
Windsor, CO 80550

By: _____
Raymond Middleton

Gary MacFarquhar
28906 Clover Lane
Evergreen, CO 80439

By: _____
Gary MacFarquhar

[illegible]

Subscribed and sworn to before me this _____ day of ____, 20____ by _____, as _____ of _____.

My commission expires_____. SEAL

Notary Public

The Northern Colorado Regional Airport Commission acting on behalf of the City of Loveland, Colorado and the City of Fort Collins, Colorado, hereby consents to the above-described assignment of all right, title, and interest as Lessee under the above-described Lease Agreement from Assignor to Assignee on the terms and conditions set forth above.

**Northern Colorado Regional Airport
Commission acting on behalf of the City of
Loveland, Colorado and the City of Fort Collins,
Colorado**

By:

Commission Chair

ATTEST:

Secretary

APPROVED AS TO FORM:

Deputy City Attorney

ATTACHMENT 1

(Lease Agreement, including all prior amendments and assignments)

ATTACHMENT 2

(Certificate of Insurance)



NORTHERN COLORADO REGIONAL AIRPORT

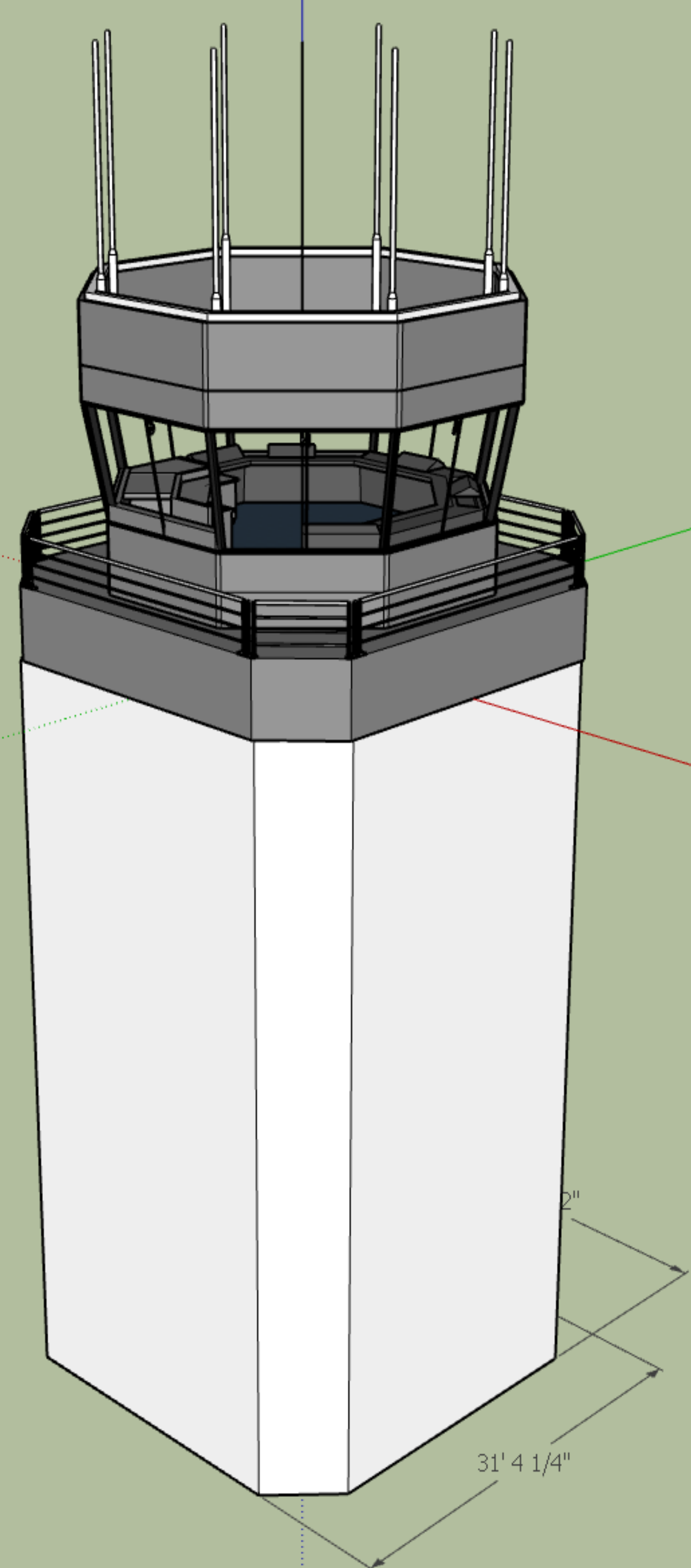
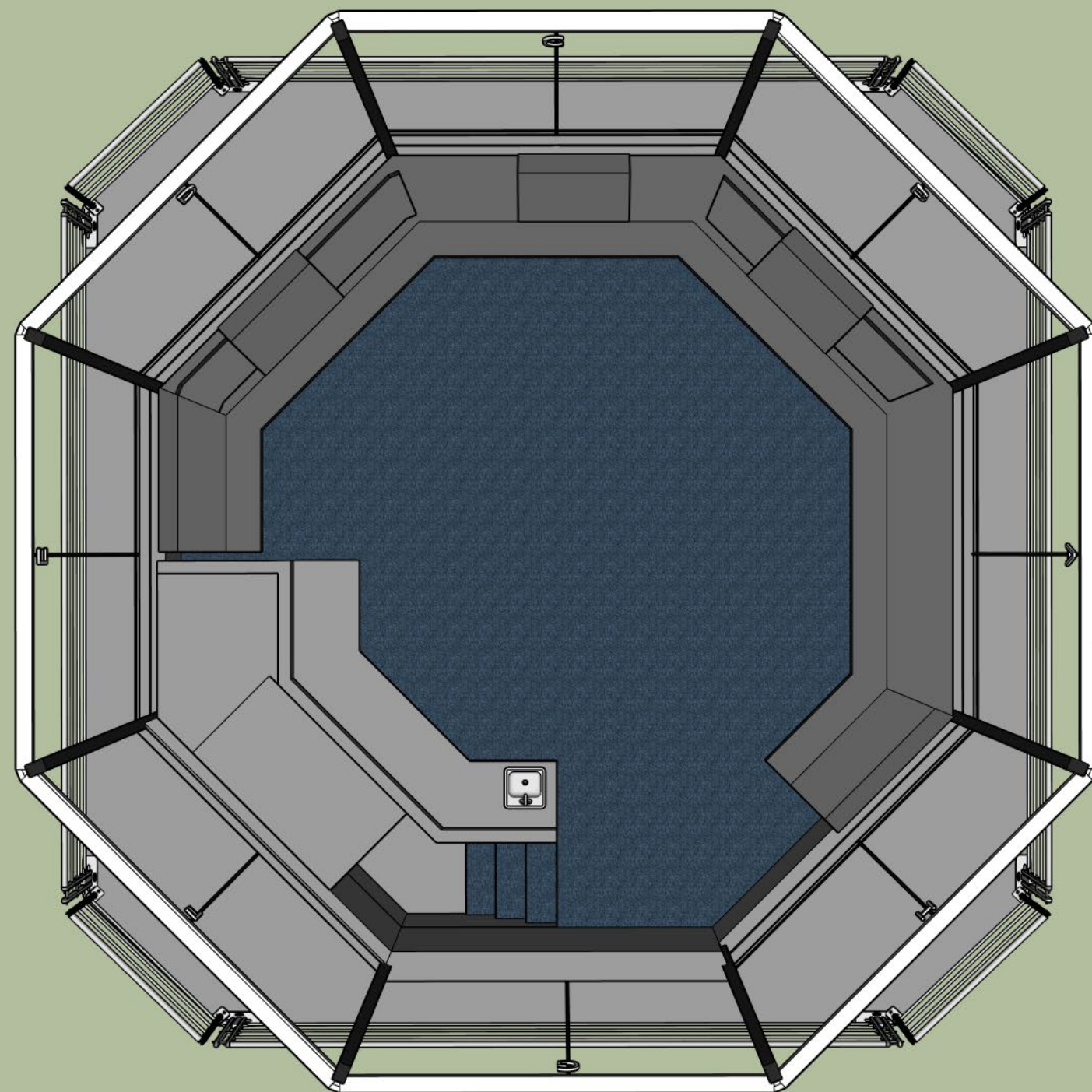
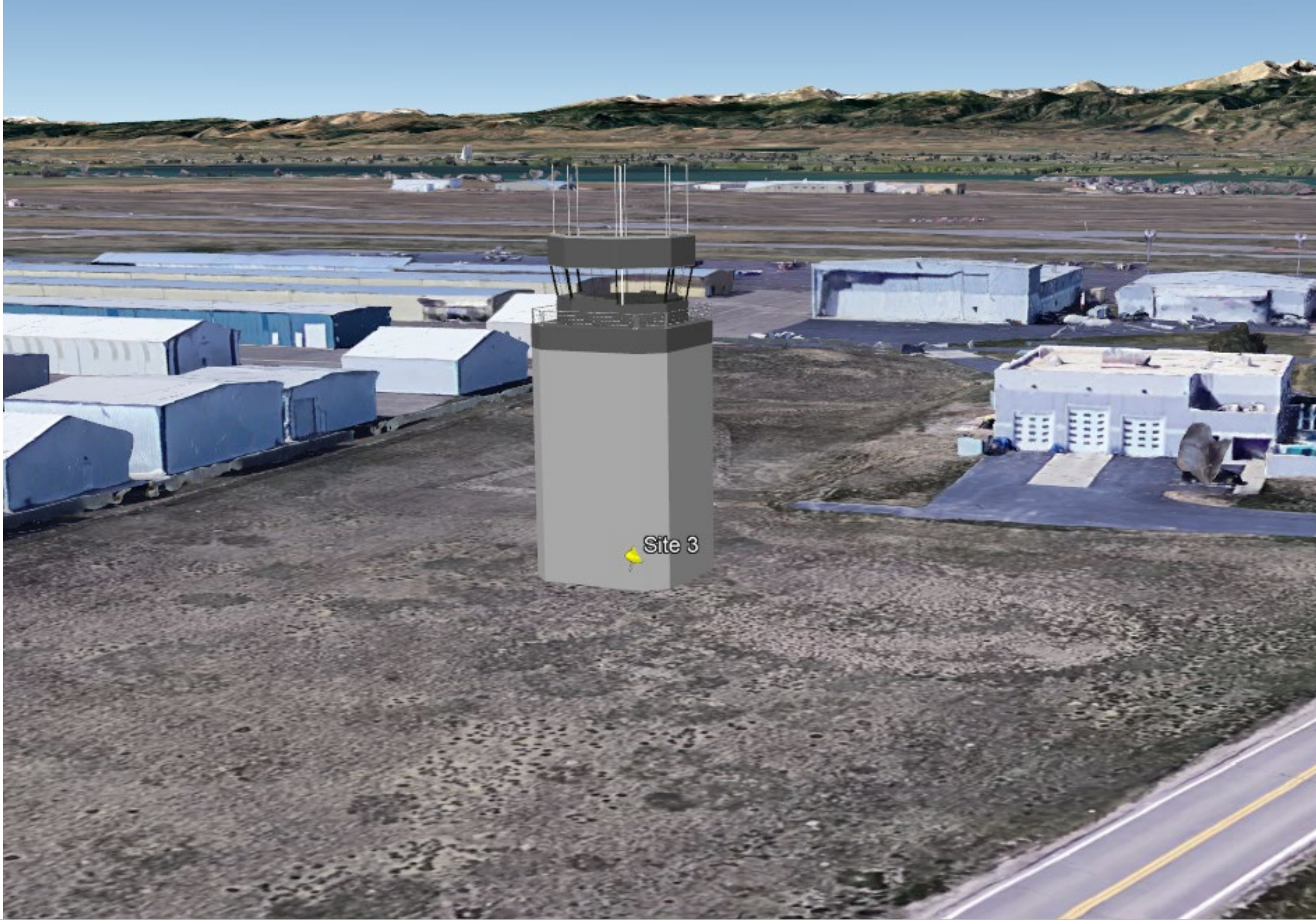
4900 Earhart Road • Loveland, Colorado 80538
(970) 962-2850 • FAX (970) 962-2855 • TDD (970) 962-2620

Northern Colorado Regional Airport Airport Commission: August 21, 2025 Airport Director's Report

Informational Items: Possible questions from Commissioners:

1. **FAA On Site Tower Location Study:** Attachment
 - a. The preferred tower location will be evaluated through 3-D modeling to identify any existing obstacles and proposed buildings that could hinder air traffic control (ATC) operations.
2. **CDOT- Aeronautics Virtual Tower Monthly Update:** Attachment
3. **Triennial Full-Scale Exercise: September 5, 2025:** Attachment
4. **Air Show 2025 Update: September 21 September 22, 2025:** Attachment
5. **Airport Operations Enhanced Communication to Tenants:** Attachment
6. **Runway Project Overview: Commission Requested Additional Information:** Attachments
 - a. Project overview
 - b. City of Loveland City Council AIS for the pending August presentation
7. **Communications/Articles:** Attachments
 - a. Blue Ocean Aviation, LLC
 - b. Woodward, Inc.
 - c. Airport Staff Response to Items 1 and 2
 - d. Local Tenant Article
 - e. APOPA
8. **Airport Financial Metrics:** Attachment







July 31, 2025

From: William E. Payne, P.E.
To: Colorado Division of Aeronautics

Section A – Digital Air Traffic Control Contract Progress Report #49

Re: Period: July 1 through July 31, 2025

Colorado Digital Tower Project Activity Status			
Activity	Status/Start Date (Projected)	Finish Date (Projected)	Remarks
Digital Tower Implementation			
Digital Tower System			
FNL Non-Binding Letter of Intent to RTX/Frequentis	1/18/2024	2/2/2024	Complete
RTX/Frequentis Letter of Intent to FNL	2/15/2024	2/15/2024	Complete
RTX/Frequentis Digital Tower Proposal	4/18/2024	4/18/2024	Being Reviewed
Response Letter to RTX/Frequentis Proposal	5/1/2024	5/1/2024	Complete
Digital Tower Testing			
RTX/Frequentis Batch 0 Testing	2/10/2025	2/20/2025	Complete
RTX/Frequentis Batch 1 Testing	4/2/2025	4/11/2025	Complete
RTX/Frequentis Batch 2 Testing	5/12/2025	5/23/2025	Complete
RTX/Frequentis Batch 3 Testing	6/23/2025	7/27/2025	Complete
RTX/Frequentis Batch 4 Testing	8/27/2025	TBD	
RTX/Frequentis Batch 5 Testing	TBD	TBD	
RTX/Frequentis Batch 6 Testing	TBD	TBD	
RTX/Frequentis Completes System Design Approval	TBD	TBD	
RTX/Frequentis to FNL	TBD	TBD	
FAA Testing at FNL	TBD	TBD	
Digital Tower Receives Op Viability Decision	TBD	TBD	
Digital Tower System and ATCT Commissioned	TBD	TBD	
Functional Acceptance Decision	TBD	TBD	

Digital Tower Project Narrative:

Testing of the RTX/Frequentis digital tower system at the National Airspace Research and Technology Park (NARTP), while progressing, has not been without issues slowing the System Design Approval (SDA) process down. The FAA's proposal to change requirements from Version 4.0 to Version 5.0 of the "Remote Tower (RT) Minimum Function and Performance Requirement for Non-Federal Applications" caused a delay in the production of the required SDA documents. After some discussion, it was decided that Frequentis would have to provide SDA documentation based upon Version 5.0 requirements. It is interesting to note that the FAA is working on producing Version 6.0. The weather, including a lightning strike to one of the three camera masts, as well

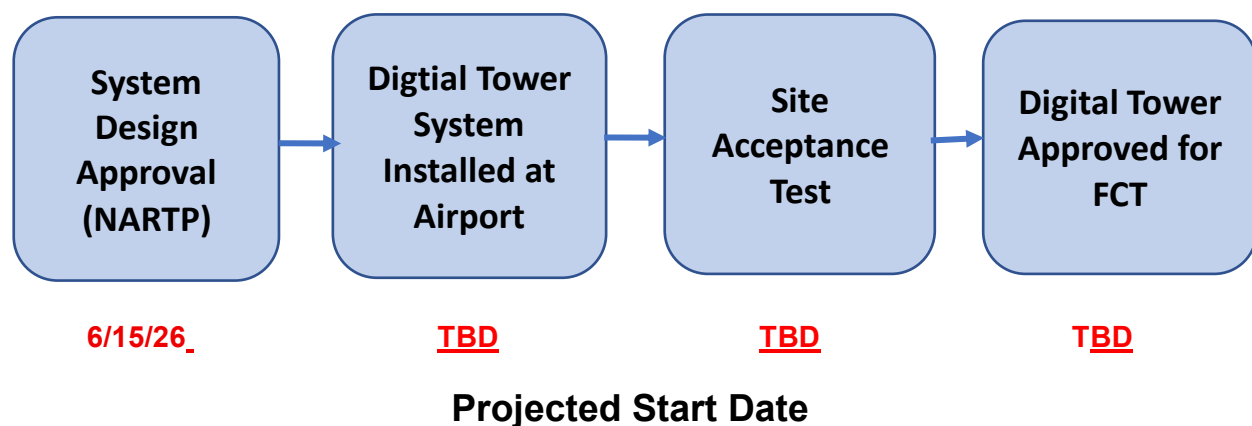
as Instrument Flight Rules (IFR) conditions have hampered flight testing. The low number of General Aviation operations resulted in the inability to take advantage of targets of opportunity to supplement testing. The FAA hires aircraft to fly the required test procedures at a substantial cost. This was not the case during the Colorado Remote Tower Project at the Northern Colorado Regional Airport (FNL), where the General Aviation activity was robust and pilots volunteered to fly the test procedures at no cost.

Weather is an issue which cannot be anticipated or controlled. Ever-changing system requirements is something that should have been foreseen based on experiences gained from the Colorado Remote Tower Project at FNL and the Virginia Remote Tower Project at the Leesburg Executive Airport (JYO). “Requirements Creep” plagues most developmental projects; however, in the case of digital tower development, lessons learned from the previous two projects should have been used to mitigate the timeline impact, resulting in approximately two months being lost. Development of remote/digital towers in the United States has languished behind the rest of the world, whereas other countries continue to embrace digital towers as a solution to the escalating cost of traditional airport traffic control towers (ATCT). With RTX/Frequentis closing in on SDA and Congress committing funds to support development of a remote tower system, the FAA has assigned a high priority to deploying the system at an airport in the Federal Contract Tower (FCT) Program. This all means that we could have an operational remote/digital tower operational within a year of SDA approval.

Even with the changing requirements and weather delays, the Frequentis system is on schedule to achieve System Design Approval (SDA) in the summer of 2026.

Congress has provided \$50 million specifically for remote tower development in the Big Beautiful Bill signed into law by the President on July 4, 2025. Discussions with the FAA have indicated that Colorado and, by extension, Colorado airports would be prime candidates to receive funding for digital towers. The FAA has shown some interest in the digital tower center concept we have been discussing with 8 airports. It is my belief that FAA will look favorably on funding Colorado digital tower project(s), as a result of the State partnering with the FAA by funding the remote tower project at FNL and the first Wide Area Multilateration (WAM) and ADS-B surveillance system in the lower 48 states. This funding, if used expeditiously, could result in the United States entering the digital/remote tower era, joining the rest of the world and regaining the remote tower initiative.

Proposed Digital Tower Process Moving Forward:



Schedule Note: This status is based on the latest proposed schedule and is dependent upon System Design Approval at the Tech Center.

DIGITAL TOWER PROJECT PROGRAM MANAGEMENT

Program Description/Background

The Program Manager for this project, William E. Payne, will serve as a technical subject matter expert to represent the Division's investment and interest in the Remote Tower and facilitate the project's forward progress to FAA certification and deployment. The Program Manager will participate in and assist with the development of all evaluation, testing, and certification activities, as well as attend all project meetings, and will serve as the technical representative for the Division of Aeronautics during all phases of the project as enumerated below.

Tasks:

1. Provide Technical Representation and Oversight of the Project

Effort this Period: Completed.

2. Participate in Development of the FAA's Operational Safety Assessment (OSA) Basis for Evaluation of Non-Federal Remote Tower Equipment

Effort this Period: The OSA is still in draft form and is continuing to be developed as the project proceeds toward System Design Approval.

3. Participate in Development of the Operational Visual Requirements (OVR)

Effort this Period: The OVR Version 2.1 has been issued.

4. Participate in Development of the Requirements/Specifications for Non-Federal Tower Equipment

Effort this Period: Participated in the FAA TechOps review and commented on the Remote Tower Requirements Document and prepared comments on OVR 2.1. Completed.

5. Assist with Development of System Configuration

Effort this Period: The system configuration will be modified based on lessons learned 4K cameras and displays for demonstration on March 27, 2023.

6. Modify System Configuration Based on Testing Phase Comments

Effort this Period: Completed by Searidge.

7. Run Periodic Tests of the Remote Air Traffic Control Tower System During Periods of Evaluation/Testing Inactivity

Effort this Period: Complete.

8. Attend System FAA Technical Interchange Meetings (TIM)

Effort this Period: Provided SME representation in the recent FAA discussion of OVR 2.1. Completed.

9. Participate in FAA Configuration Review Board (CRB) Activities

Effort this Period: NextGen has yet to establish the CRB. This effort may be rolled into development of the Remote Tower AC.

10. Evaluate an Air Situation Display in Preparation for Testing Against Standard Terminal Automation Replacement System Radar Equipment (STARS).

Effort this Period: Complete.

11. Collaborate with FAA on Alternate Phase 1 Virtual/Remote Testing

Effort this Period: Complete

12. Work with FAA to develop and Implement Phase 1 Passive Remote Tower Testing

Effort this Period: Complete

13. Work with FAA to Develop and Implement Phase 2 Active Remote Tower Testing

Effort this Period: There has been no activity on this task this period.

14. Work with FAA and FNL on Phase 3 Industry-Led Initial Operational Capability (IOC)

Effort this Period: This task has been renamed Validation & Verification (V&V.) There has been no activity on this task this period. Phase 3 Active Remote Tower Testing will begin after Phase 2 Active Remote Tower testing is complete and the SRMD has been signed.

15. Work with FAA on Phase 4 Remote Tower System Certification and Commissioning

Effort this Period: There has been no activity on this task this period. Phase 4 System Design Approval and Commissioning will begin after the conclusion of Phase 3 V&V and the SRMD has been signed.

16. Participate in Development of the FAA's Advisory Circular (AC) for Remote Tower Systems for Non-Federal Applications

Effort this Period: Continue participation in the FAA TechOps TIM to review and comment on the Remote Tower Advisory Circular.

17. Provision of Regular Written Reports, Presentations and Updates on the Project's Progress to Internal and External Stakeholders

Effort this Period: Preparation of the monthly Program status report.

18. Travel as Needed (In-State and Out of State) for Meetings with FAA, Airport and Division Personnel

Effort this Period: Travel to FNL for meetings with Airport Board and the Cities of Fort Collins and Loveland.

DEVELOPMENT OF POTENTIAL ENHANCED SITUATIONAL AWARENESS TOOLS FOR NON-TOWERED AIRPORTS

Tasks:

- 1. Explore the Potential Development of a System Consisting of Existing and New Surveillance Sources that can be Deployed, Owned and Operated by Non-Towered Airports to Provide Airport Staff with Improved Visibility into the Local Airspace and on the Airport Surface, with the Ultimate Goal of Improving Aviation Safety and System Efficiency.**

Effort this Period: No activity this period.

- 2. Prepare System Requirements to be Used by Airports and/or the Division when Seeking Vendor Proposals to Implement a Situational Awareness System.**

Effort this Period: No activity this period.

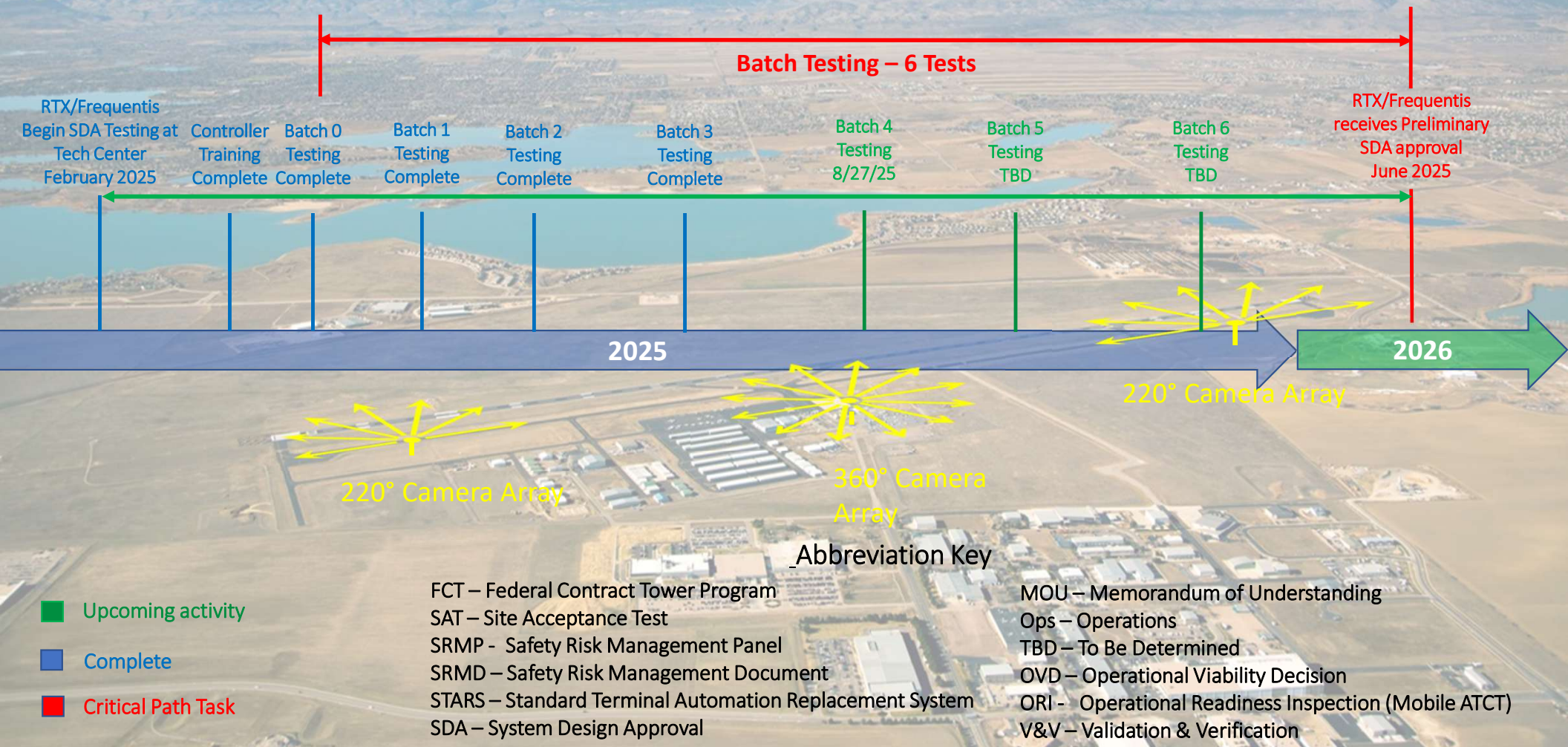
Glossary of Project Technical Acronyms

ADS-B	Automatic Dependent Surveillance – Broadcast
AGL	Above Ground Level
ARTCC	Air Route Traffic Control Center
ASDE-X	Airport Surface Detection Equipment – Model X
ASOS	Automatic Surface Observation System
ASR-9	Airport Surveillance Radar – Model 9
AWOS	Automatic Weather Observation System
ATC	Air Traffic Control
ATIS	Automatic Terminal Information System
AJT	Air Traffic Services
AJI	Safety Technical Training Services
AJV	Mission Support Policies and Procedures
CTAF	Common Traffic Advisory Frequency
ERAM	En Route Automation Modernization
FAA	Federal Aviation Administration
FAT	Factory Acceptance Test (alternately - First Article Test)
FDIO	Flight Data Input/Output
FTI	Federal Communications Infrastructure (Harris Corp.)
GA	General Aviation
HITL	Human In the Loop
HMI	Human Machine Interface
ILS	Instrument Landing System
IOC	Initial Operating Capability
IMC	Instrument Meteorological Condition
LOA	Letter of Agreement
MLAT	Multilateration
MSL	Mean Sea Level (above)
NAS	National Air Space
NATCA	National Air Traffic Controllers Association
NARTP	National Airspace Research and Technology Park
NESG	NAS Enterprise Security Gateway
NextGen	Next Generation Air Transportation System
NORDO	No Radio
OSA	Operational Safety Assessment
OTW	Out of the Window
OVD	Operational Viability Decision
RSA	Runway Safety Area
SAT	Site Acceptance Test
SDA	System Design Approval
SMR	Surface Movement Radar
SMS	Safety Management System
SRA	Safety Risk Assessment
SRMD	Safety Risk Management Document
SRMDM	Safety Risk Management Document Memorandum
SRMP	Safety Risk Management Panel
SHA	System Hazard Analysis
SSHA	Sub-System Hazard Analysis
STARS	Standard Terminal Automation Replacement System
SWIM	System Wide Information Management
TAMR	Terminal Automation Modernization and Replacement
TRACON	Terminal Radar Control Facility
UHF	Ultra High Frequency
VFR	Visual Flight Rules
VHF	Very High Frequency
VMC	Visual Meteorological Condition

ATTACHMENTS

1. FNL Draft Graphic Remote Tower Timeline as of July 31, 2025.

Colorado Digital Tower Timeline (Draft)





NORTHERN COLORADO REGIONAL AIRPORT TRIENNIAL DRILL:

September 5th, 2025:

Under 14 CFR Part 139.325, airports holding an FAA operating certificate must conduct a full-scale emergency exercise every three years. A Part 139 triennial drill is a comprehensive emergency exercise mandated by the FAA to ensure airport preparedness for various emergencies. These drills involve developing realistic scenarios, such as aircraft crashes or other emergencies, to test the airport's emergency plan.



Participants include Northern Colorado Regional Airport, Loveland Fire Rescue Authority, Loveland PD, Loveland Communications Team, Windsor Fire, Thompson Valley EMS, and Larimer Emergency Telephone Authority. The drill is conducted in real-time, with activities like fire suppression, medical triage, evacuation procedures, and incident command operations. Observers evaluate the response, and a debriefing session follows to review performance and recommend improvements, ensuring continuous enhancement of emergency preparedness and coordination.

FNL will be testing its emergency preparedness by simulating an aircraft crash of an inbound Falcon Express CRJ-900 aircraft carrying 50 souls on board that has experienced a bird strike on the final approach to Runway 33. The aircraft lost control and crashed northeast of the airport terminal, separating into three sections.



NORTHERN COLORADO REGIONAL AIRPORT AIRSHOW

September 20TH & 21ST, 2025:

Get ready for an unforgettable weekend at the **Great Colorado Air Show 2025**! This year's event promises to be a spectacular celebration of aviation, featuring thrilling aerial performances, family-friendly activities, and much more.

Event Highlights:

- **United States Air Force Thunderbirds:** Prepare to be amazed by the precision flying and breathtaking maneuvers of the world-renowned Thunderbirds as they headline our show.
- **Flight Demonstrations:** Experience the excitement of live flight demonstrations, including dramatic aerobatic performances and high-speed flybys that will leave you on the edge of your seat.
- **Static Displays:** Explore a wide array of military and civilian aircraft up close. This is a unique opportunity to learn about different types of aircraft and meet the pilots who fly them.
- **Festival Atmosphere:** Enjoy a vibrant festival atmosphere with aviation-related activities, delicious food vendors, and entertainment for all ages. There's something for everyone!

Community Impact:

The Great Colorado Air Show is more than just an event for aviation enthusiasts; it's a significant opportunity for community engagement and economic impact. The influx of visitors will benefit local businesses, and the event will foster a sense of pride and unity within our community.

Collaborative Efforts:

We have been working extensively with our tenants to keep them updated and informed about what to expect throughout the weekend. Our ongoing communication ensures that everyone is well-prepared and that the event runs smoothly. We will continue to collaborate closely with our tenants to create a seamless and enjoyable experience for all attendees.



NORTHERN COLORADO REGIONAL AIRPORT

4900 Earhart Road • Loveland, Colorado 80538
(970) 962-2850 • FAX (970) 962-2855 • TDD (970) 962-2620

Northern Colorado Regional Airport August Operations Communication

Dear Airport Users,

The airport will now be posting a monthly operations letter highlighting airfield news, events, and maintenance updates. Each month's news blast will be released at the end of the month, providing a forecast for the month ahead. We appreciate your support and thank you for choosing Northern Colorado Regional Airport!

Airport News

Airport Triennial Exercise – September 5, 2025

A full-scale emergency exercise is scheduled for September 5, 2025, to test the airport's emergency response capabilities and coordination with local agencies. The airport is currently evaluating spectator areas for users and tenants to view the event. Additional details will be shared at a later date.

NOCO's Dual Track Approach to Air Traffic Control – Ongoing

NOCO is pursuing a dual-track approach to air traffic control. We are currently in the process of site selection and model validation for a traditional tower, while also closely monitoring the FAA's certification process for the digital tower.

Hangar Preventative Maintenance – August 2025

Throughout August, thorough inspections of all City-owned hangar doors will be conducted to ensure operability. A list of necessary and recommended maintenance items will be provided for each door to help extend its service life.

Airport Badging Modernization

Northern Colorado Regional Airport is modernizing its badging system to enhance security and ensure compliance with FAA and TSA regulations. Updates will include revised security policies and procedures, a streamlined application process, and updated rates and fees.

Tenants and users are invited to an **Airport Security Meeting on Friday, September 12**, from **3:00 PM to 4:00 PM** at **4900 Earhart Rd, Loveland, CO 80538**. This meeting will provide an overview of upcoming badging practices, policy updates, and implementation timelines.

No changes to rates, fees, or unreturned badge fees have been implemented at this time. Airport management will reach out to businesses, hangar associations, and other user groups ahead of the meeting to discuss how these changes may affect their operations.



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Airfield Maintenance Activities

Surface Closures:

- **Runway 15/33:** August 15, 2100–2400 local time for pavement marking maintenance
- **Taxiway A:** Rolling closures for pavement maintenance and repair, August 25–27 -27th.
A project overview will be disseminated by the airport, outlining the maintenance activities in greater detail.
- **Runway 15/33:** August 28, 0600–2200 local time for pavement maintenance
- **Runway 15/33:** September 5, 0700–1000 local time

Airport Events

Suitcase Party – August 15, 2025

The 18th Annual Suitcase Party will be held on August 15, 2025, from 6 PM to 11 PM at Discovery Air, Northern Colorado Regional Airport. This Miami Vice-themed event will feature live music, food, drinks, and a chance to win a three-night getaway to Palm Springs, CA, via private plane. Tickets are \$225 and include food, beverages, and live entertainment from *The Spazmatics*. Proceeds will benefit NOCO Unify.

The Great Colorado Airshow – September 20–21, 2025

Join us at the Northern Colorado Regional Airport for a thrilling weekend of aerial acrobatics featuring the U.S.A.F. Thunderbirds. The airport is working with event organizers to ensure hangars in the Grumman area have runway access leading up to the airshow. More information on operational impacts and ticket sales will be available in the coming weeks.

MEETING DATE: August 19, 2025
TO: City Council
DEPARTMENT: Northern CO Regional Airport
DIRECTOR: John Kinney
PRESENTER: John Kinney
STRATEGIC PLAN
FOCUS AREA: Economic Vitality
 Infrastructure & Transportation



AGENDA ITEM:

AIRPORT - APPROVAL OF A GRANT AGREEMENT WITH THE FAA FOR THE AIRPORT'S RUNWAY WIDENING PROJECT

RECOMMENDED CITY COUNCIL ACTION:

A motion to adopt Resolution #R-XX-2025, authorizing the City Manager to execute a grant agreement between The City of Loveland, The City of Fort Collins, and The Federal Aviation Administration for the Runway 15-33 widening project at Northern Colorado Regional Airport

OPTIONS:

COUNCIL ACTION OPTIONS	CONSEQUENCE
Approve the Motion	The grant agreement will be executed
Deny the motion or take no action	the grant agreement will not be executed
Adopt a Modified Action	Specify in the motion.
Refer back to Staff	A delay could jeopardize the ability obtain the grant funding

SUMMARY:

- Purpose:** The purpose of this item is for Council to authorize the City Manager to execute a grant agreement with the Federal Aviation Administration (FAA) and the City of Fort Collins to secure federal funding for the Runway 15-33 Widening Project at Northern Colorado Regional Airport (FNL). This critical infrastructure project, identified in the Airport's 2020 Master Plan and Capital Improvement Plan (CIP), is necessary to bring the primary runway into compliance with FAA design standards for aircraft such as the Airbus A319 /A320 and Boeing 737, which are commonly used in commercial aviation.
- Objective:** The FAA Airport Improvement Program (AIP) grant is expected to provide \$16,730,725 in fiscal year 2025 funding toward the total project cost of \$19,385,103. This amount is pending final FAA review and approval. A draft grant agreement has been provided, and the FAA anticipates issuing the final grant during the first or second week of September. To secure the funding and preserve the project's eligibility under the FAA's fiscal year 2025, the grant must be accepted no later than September 18, 2025. The

Colorado Department of Transportation's Division of Aeronautics will contribute \$250,000 in matching funds, with the remaining local match of \$630,564 to be covered by Airport reserves.

The remaining project funding will be secured through a \$1,690,254 Infrastructure Investment and Jobs Act (IIJA) grant in fiscal year 2026, supplemented by matching contributions of \$44,480 each from CDOT and local Airport reserves. This will bring the total local funding contribution for the project to \$675,045.

Impact: The Runway 15-33 widening project will be delivered in two construction phases in 2026 to minimize disruption to general aviation operations. This phased approach was developed in response to stakeholder input and allows continued limited use of the runway during construction. Along with the new terminal facility and the Airport's inclusion in the Federal Contract Tower Program—which provides air traffic control services through private contractors rather than FAA employees—this project will strengthen the Airport's ability to attract and retain commercial airline service.

**Council
Follow-up:**

BUDGET IMPACT:

Budgetary Impact?	Funds Impacted: Airport Reserve Fund
	Source(s) of Funding: FAA Airport Improvement Program (AIP) Airport Reserve Fund
Grant Funding?	Grantor(s) (State or Fed): Federal
	City Matching Requirement: \$630,564 from Airport Reserve Fund City of Loveland General Fund will not be impacted
	On-going or One-Time: One-Time
	If On-going, when does the grant sunset?
Additional Comments:	There is no impact on unassigned fund balance at this time. There will be a supplemental appropriations ordinance forthcoming if this item is approved.

STRATEGIC PLAN FOCUS AREA

Focus	Economic Vitality Infrastructure & Transportation
Strategy (if applicable)	2) Maximize Existing Assets & Opportunities 2) Well-Maintained & Accessible Public Infrastructure

Priority (if applicable)	2) NoCo Regional Airport 3) Master Plans & CIP Impact Budget Development
Notes	None

COUNCIL OR BOARD/COMMISSION REVIEW:

Type of Meeting: Northern Colorado Regional Airport Commission

Date of Meeting: May 15, 2025

Resulting Vote: The Commission voted 7-0 to approve Resolution #R-3-2025, recommending that the Loveland and Fort Collins City Councils approve grant agreements with the FAA and the Colorado Department of Transportation for the Runway 15-33 widening project, provided that the local match does not exceed \$750,000.

BACKGROUND:

History:

Northern Colorado Regional Airport is jointly owned by the Cities of Fort Collins and Loveland. In 2015, the two cities entered into an intergovernmental agreement (IGA) establishing the Northern Colorado Regional Airport Commission to provide oversight and strategic direction for the Airport. While the Commission is responsible for overall management and planning, major decisions such as budget approvals, non-standard lease agreements, and large capital projects require final approval from both City Councils.

Runway 15-33 is the primary runway at Northern Colorado Regional Airport and currently measures 100 feet wide. FAA design standards for Aircraft Design Group III (ADG III) aircraft require a minimum width of 150 feet. Widening the runway is necessary to bring the airfield into compliance with these standards and will enhance operational safety, extend the useful life of the runway, and reduce long-term maintenance and utility costs for the Airport.

The project has been in development for several years in close coordination with the FAA and CDOT Aeronautics and has included extensive planning, design, and stakeholder engagement. Based on feedback from Airport tenants and users during the design phase, a two-phase construction approach was adopted to allow smaller general aviation aircraft to continue operating during construction. While this approach increased project costs, the FAA agreed to fund the additional expense to help minimize operational disruptions.

The project scope includes:

- Widening the runway from 100 feet to 150 feet
- Replacing outdated lighting and signage systems with energy-efficient LED technology
- Replacing Precision Approach Path Indicators (PAPIs) with LED technology
- Installing new edge drains and stormwater infrastructure
- Reconstructing connector taxiways to meet FAA geometry standards
- Applying a seal coat and new pavement markings

The FAA has prioritized this project by covering the \$2 million shortfall between the engineer's estimate and the lowest responsive construction bid, demonstrating the agency's strong commitment to enhancing FNL's infrastructure and readiness for commercial air service.

Additional City Council action will be required to appropriate additional project funding and to award the contracts for the management and construction of the project.

Outreach and Notification Efforts: The runway widening project is a key component of the 2020 Airport Master Plan, which was developed with extensive stakeholder input gathered through more than 30 public meetings and adopted by both City Councils.

Since 2023, the project has been a topic of discussion at 26 Airport Commission meetings and two stakeholder meetings.

In 2023, stakeholder feedback was collected through a survey that helped shape the two-phase construction plan that allows small general aviation aircraft to continue operating during the project.

Conditions met/or anticipated:

Start and End Dates (of studies, design, construction, or in service/operational):

Construction on the project is scheduled to begin in April 2026 and is expected to take approximately 203 calendar days to complete. Runway operations will be limited for approximately 161 of those days.

ANALYSIS TABLE:

Yes: ☐ No: ☒

LIST OF ATTACHMENTS:

1. Resolution R-XX-2025
2. Exhibit to Resolution (FAA Grant Template)
3. Airport Commission Resolution R-3-2025

RESOLUTION #R-3-2025

A RESOLUTION RECOMMENDING APPROVAL TO THE LOVELAND CITY COUNCIL AND FORT COLLINS CITY COUNCIL OF GRANT AGREEMENTS WITH THE FEDERAL AVIATION ADMINISTRATION AND THE COLORADO DEPARTMENT OF TRANSPORTATION FOR THE RUNWAY 15-33 WIDENING PROJECT

WHEREAS, the Northern Colorado Regional Airport Commission (“Commission”) was established by the City of Loveland (“Loveland”) and the City of Fort Collins (“Fort Collins”) (together, the “Cities”) pursuant to that certain Amended and Restated Intergovernmental Agreement for the Joint Operation of the Fort Collins-Loveland Municipal Airport dated January 22, 2015 (“2015 IGA”), to effectuate changes to the governance structure and pursue development of the Fort Collins-Loveland Airport (now known as the Northern Colorado Regional Airport) as a regional airport (“Airport”). The IGA was amended in 2016 and 2019; and

WHEREAS, pursuant to the 2015 IGA, as amended, the Cities reserved certain management and policy making issues that require approval of the City Councils, including the approval of and participation in federal and state grant agreements. The Cities granted certain authority to the Commission, including the authority to enter into grant agreements, so long as such grant agreements do not include commitment of Airport revenues and funds for grant matches of more than \$300,000 from appropriated funds included in the Airport’s adopted budget, provided such grants are within the respective City Managers’ authority; and

WHEREAS, the Cities desire to begin a capital improvement project consisting of construction of the Runway 15-33 Widening Project (the “Project”) that Airport staff anticipates will cost \$19,385,103; and

WHEREAS, the Federal Aviation Administration (“FAA”) provides formulary grant funding through the Airport Improvement Program (“AIP”) based upon certain criteria to eligible airports to enable those airports to maintain, repair, and construct various areas of Airport pavement in order to support the aeronautical uses at the Airport. This funding includes entitlement funding, awarded annually to eligible airports based on a formula (“AIP Entitlement Funds”), and discretionary funding, awarded through a competitive process to supplement entitlements (“AIP Discretionary Funds”); and

WHEREAS, the Colorado Department of Transportation (“CDOT”) utilizes state-collected aviation fuel taxes to fund a portion of the local match required for the FAA’s AIP grants (“CDOT Match Funds”); and

WHEREAS, the FAA also provides grant funding through the Infrastructure Investment and Jobs Act and its Airport Infrastructure Grant program (“AIG Funds”) that can be invested in runways, taxiways, safety and sustainability projects, terminals, airport transit connections, and roadway projects; and

WHEREAS, the Cities applied for AIP Entitlement Funds, AIP Discretionary Funds,

CDOT Match Funds, and AIG Funds to fund the Project (collectively, the “Grants”); and

WHEREAS, based on discussions with the FAA and CDOT, Airport staff anticipates the award of approximately \$740,187 in AIP Entitlement Funds, \$15,985,407 in AIP Discretionary Funds, \$1,690,254 in AIG Funds, and \$428,433 in CDOT Match Funds; and

WHEREAS, based on discussions with the FAA and CDOT, Airport staff anticipates that the Airport’s local match will be an amount not to exceed \$496,342 for the AIP grants and \$44,480 for the AIG Funds, for a total of \$540,822; and

WHEREAS, while Airport staff is confident based on indications from the FAA and CDOT that the Airport’s local match will continue to decrease as the FAA and CDOT provide increased funding, the Airport’s total local match could be as much as \$750,000; and

WHEREAS, the FAA’s fiscal calendar and budget year create a situation in which the Grants, when awarded, will leave the Cities with a very short timeline to approve the awarded Grants; and

WHEREAS, to ensure execution of the Grants within the FAA’s timeline, Airport staff seeks a recommendation of the Commission to the Cities to approve the Grants for the Project and authorize execution of the Grants with a local Airport match in a total amount not to exceed \$750,000, with Airport staff’s expectation that the match will be significantly less than that amount, to enable expedient execution of the Grants within the FAA’s timeline; and

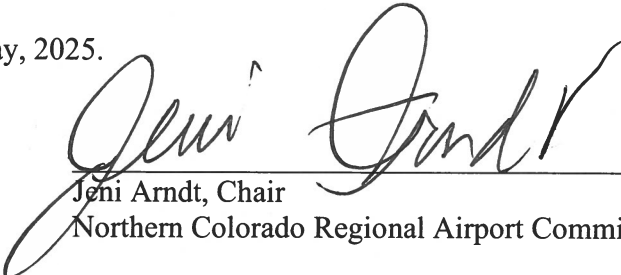
WHEREAS, the Commission desires to recommend to the Loveland City Council and Fort Collins City Council to approve the Grants for the Project and authorize all actions necessary to execute the Grants with a total local Airport match in an amount not to exceed \$750,000.

NOW, THEREFORE, BE IT RESOLVED BY THE NORTHERN COLORADO REGIONAL AIRPORT COMMISSION:


Section 1. That the Commission recommends that the Loveland City Council and Fort Collins City Council approve the Grants for the Project and authorize all actions necessary to execute the Grants with a total local Airport match in an amount not to exceed \$750,000.

Section 2. That this Resolution shall be effective as of the date and time of its adoption.

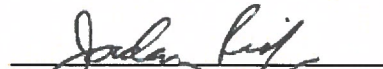
ADOPTED this 15th day of May, 2025.


Jeni Arndt, Chair
Northern Colorado Regional Airport Commission

ATTEST:


Secretary

APPROVED AS TO FORM:


Assistant City Attorney



Blue Ocean Aviation, LLC
401 W Mountain Ave, Ste 200
Fort Collins, CO 80521

July 7, 2025

John Kinney, Airport Director
Northern Colorado Regional Airport
4900 Earhart Rd.
Loveland, CO 80538
John.kinney@cityofloveland.org

Dear Mr. Kinney,

On behalf of Blue Ocean Aviation, LLC, we respectfully submit this correspondence to express our concerns regarding the proposed runway expansion at the Northern Colorado Regional Airport (FNL). While we recognize the necessity for infrastructural development to meet the growing demands of our region, we believe it is essential to address several critical issues associated with the current proposal, particularly the decision to close the existing runway rather than construct a parallel runway.

It is widely considered best practice in airport development to pursue parallel runway construction, as such an approach augments capacity, provides greater operational flexibility, and ensures continuity in the event of maintenance or emergencies. The Centennial Airport added a parallel runway to address flight growth and emergency usage. The current FNL plan, which involves closure of the existing runway, is thus a matter of considerable concern for us, as well as for numerous stakeholders both within and beyond the local aviation community.

We respectfully request clarification regarding the factors that led to the selection of this option. Was a comparative analysis undertaken between the construction of a parallel runway and the closure of the current one? If so, we kindly ask that the findings of such analyses be made available to the public. Transparent, data-driven justification is vital in fostering trust and understanding among all parties affected by this significant change.

We would also like to inquire as to the extent of awareness among your constituents regarding the potential impacts of the runway expansion, particularly in relation to increased noise, modified flight patterns, and shifts in daily living conditions. The importance of comprehensive community engagement cannot be overstated.

Has the Commission conducted public forums, surveys, or informational outreach to ensure that residents are adequately informed about the anticipated lifestyle changes? What measures have been taken to communicate the ramifications of altered flight operations, and what further steps are planned to promote transparency and inclusion?

The effects of such a project are not confined to the airport's immediate vicinity. Increased noise, changes in land use, and revised airspace protocols are likely to have significant consequences for neighboring districts, schools, and businesses. We would appreciate information concerning any assessments conducted regarding these broader implications, as well as any mitigation strategies developed to address the needs of residents, with particular attention to vulnerable groups such as children and seniors. Additionally, we are interested in learning whether local educational and community organizations have been actively consulted during the planning process.

Northern Colorado Regional Airport is a cornerstone for general aviation, supporting private pilots, flight training, recreational activities, and small business operations. The temporary or permanent loss of the existing runway could disrupt these important sectors. We respectfully request information on the measures being considered to ensure continued access for general aviation users during the expansion, and whether plans exist to minimize any adverse effects arising from this transition.

Given the magnitude of the proposed undertaking, a thorough financial evaluation is imperative. Blue Ocean Aviation, LLC respectfully requests access to any financial models, cost-benefit analyses, or related documentation that has informed the Commission's recommendations. Making these materials publicly available will not only clarify the anticipated return on investment but also enable constructive discussion regarding the allocation of resources and long-term sustainability of the airport. We have reviewed the 2025 Colorado Aviation Economic Impact Study, but found it to be lacking any information on the expansion of the Northern Colorado Regional Airport. We also tried to access the requested information via the airport's website; however, the site is currently down, preventing us from retrieving any details.

As a member of the local aviation community, Blue Ocean Aviation LLC, values the collaborative process necessary for responsible airport development. We kindly request that the Commission consider the concerns outlined herein and provide clarification and relevant documentation where possible. Furthermore, we would appreciate notification of any upcoming public meetings or forums where these matters will be discussed, so that we and other stakeholders may participate meaningfully in the ongoing dialogue.

Thank you for your attention, consideration, and continued commitment to transparency and the well-being of all communities served by the Northern Colorado Regional Airport.

Sincerely,



Curt Richardson

Manager

Blue Ocean Aviation, LLC

curt.richardson@blueocean-inc.com

John Kinney

From: Susan Morey <Susan.Morey@woodward.com>
Sent: Thursday, July 10, 2025 5:17 PM
Subject: [External] FNL Airport Expansion Project
Attachments: Woodward Position re FNL Airport Expansion Project.pdf

On behalf of Chip Blankenship, Woodward CEO, I am submitting the attached letter expressing his position relating to the expansion of the Fort-Collins-Loveland (FNL) airport. The letter outlines concerns regarding the scope, timeline, transparency, and broader community impact of the current project plans.

We respectfully ask that Mr. Blankenship's position be included as part of the public record and considered in all ongoing evaluations and decision-making processes related to the expansion.

Thank you for your time and attention to this important matter.

Sincerely,

SUSAN J. MOREY

Executive Administrative Assistant to
Chip Blankenship, Chairman of the Board, CEO & President

Woodward Inc.

1081 Woodward Way, Fort Collins, CO 80524, USA

Mobile +1-908-723-0351

susan.morey@woodward.com

www.woodward.com



Visit us at the
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Date: July 10, 2025

Airport Authority Board
Northern Colorado Regional Airport (FNL)
4900 Earhart Road
Loveland, CO 80538

Subject: Position Statement from Woodward, Inc. as a Critical Airport Stakeholder
Regarding Runway Resurfacing Project

Dear Airport Authority Board:

As a key aviation stakeholder and long-standing corporate partner and aviation operator at Northern Colorado Regional Airport (FNL), Woodward, Inc. respectfully submits this formal position regarding the scope and timeline of the planned runway resurfacing and widening project under consideration.

Woodward maintains significant flight operations at FNL and is deeply invested in the airport's safety, reliability, and long-term success. We understand the need for infrastructure renewal and support proactive maintenance. However, the current scope and proposed phased execution of this project raise substantial concerns for us and for other corporate, aviation, and economic stakeholders based at the airport.

Operational Disruption and Economic Impact

The anticipated reduction in usable runway length during phased construction—reportedly limiting operations to 5,000 feet or less—creates significant performance limitations for midsize and large business aircraft. At FNL's field elevation, this reduced runway length compromises takeoff performance, limiting fuel, and passenger loads and, in many cases, rendering the airport unusable for typical corporate flight operations, forcing rerouting to nearby airports. This directly impacts our employees and executives, adds road travel time, and increases costs related to fuel, hangar fees, and logistics.

Further, the economic impact on the airport's own revenue is equally concerning. Discovery Air Hangar alone accounted for 54% of total jet fuel sales at FNL in 2024. A prolonged project duration and loss of jet traffic could result in fuel sales plummeting to near-zero, with cascading effects on other businesses—from maintenance and charter services to local vendors, hospitality, and transportation.



Precedents in Efficiency

We believe the current project timeline lacks a sense of urgency that stakeholders reasonably expect. The complete reconstruction of Jackson Hole Airport's runway, executed in spring 2022, was completed in just 78 days, including full-depth replacement, lighting upgrades, and drainage—under far more challenging environmental constraints.

In contrast, FNL's current plan appears both protracted and lacking in transparency. A 24/7 work schedule should be strongly considered to complete the project efficiently and minimize disruption.

Prioritizing Safety and Infrastructure Investment

More critically, the airport's greatest safety concern remains unresolved: the absence of a standard air traffic control tower and radar capability. The current ATC setup—a temporary trailer with no radar—does not meet the needs of the airport's current volume of traffic, which includes expanding flight school activity and increasing corporate aviation.

We join other airport users in urging the Authority to realign capital investment priorities toward:

1. Constructing a permanent air traffic control tower and
2. Equipping ATC with radar capabilities in the interim.

These improvements would provide critical layers of protection, greatly enhancing system level safety in the FNL area of operations through situational awareness for both ATC and operating air crews. They are essential for safe and efficient operations at current activity levels, and arguably far more urgent than widening or resurfacing the main runway at this time.

Request for Action and Dialogue

As a critical stakeholder at FNL, we respectfully request that the Airport Authority:

- Reevaluate the project's construction timeline and explore accelerated scheduling (including 24/7 operations);
- Engage more actively with tenant and stakeholder groups to understand operational and economic impacts; and
- Prioritize ATC and safety-critical infrastructure investment before moving forward with non-urgent projects.



Woodward has always been, and remains, a committed partner to FNL and the Northern Colorado aviation community. We are eager to collaborate toward a balanced and transparent path forward—one that protects safety, maintains economic stability, and supports the long-term growth of the airport.

Respectfully

A handwritten signature in black ink that reads 'CHIP' in a stylized, cursive font.

Chip Blankenship
Chairman of the Board, CEO and President
Woodward, Inc.
Chip.blankenship@woodward.com



NORTHERN COLORADO REGIONAL AIRPORT

4900 Earhart Road • Loveland, Colorado 80538
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July 28, 2025

Curt Richardson, Manager

Blue Ocean Aviation, LLC

401 W Mountain Ave, Ste 200

Fort Collins, CO 80521

curt.richardson@blueocean-inc.com

Dear Mr. Richardson,

We have received your letter dated July 7, 2025, regarding the proposed runway expansion at Northern Colorado Regional Airport (FNL). We appreciate your detailed perspectives and concerns.

Airfield improvements of this magnitude are indeed impactful, and we understand and share your concerns. To mitigate these impacts, airport staff and our national airport consulting engineers (Dibble and Associates) have worked diligently to minimize operational disruptions. This project is part of the 2020 adopted airport master plan. During the design phase in 2023 and 2024, feedback from airport tenants was instrumental in shaping the project approach. Initially, a full closure was considered, but due to its significant impact on flight schools, we adopted a two-phase approach. This approach allows smaller GA aircraft to continue operations, albeit at an increased project cost, which the FAA has agreed to cover. This more expensive approach addresses, to the extent possible, the needs of flight schools and other sectors of the general aviation community to continue operations during the project.

Project comparisons have been shared by stakeholders, but they involve different scales of complexity. A very similar and illustrative project is Aspen, which will undergo a runway shift and widening next summer, resulting in a complete shutdown for five months. In comparison, FNL's project, though more complex, has a duration of 161 days. I have attached a high-level project overview for your review. As for the Centennial airport comparison, their three runways



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were in place prior to the 1970s, with the primary runway extended in the mid-1980s to accommodate and attract larger corporate jet activities, while proudly being one of the busiest GA airports in North America. FNL flight operations are but a fraction of this. Hence, our parallel runway is still on the horizon for construction.

All projects involving FAA funds undergo rigorous scrutiny for operational impacts, cost, funding, procurement, design, environmental compatibility, and community impacts. This level of scrutiny has been applied to every aspect of the runway widening project at FNL since the adoption of the airport master plan in 2020. The FAA determined this construction project did not have adverse effects on the surrounding communities greater than today's operational influences. The FAA issued a Categorical Environmental Exclusion (CATX) for the project to proceed as designed.

In terms of a cost-benefit analysis, this is a modification to an existing runway. A CBA is usually conducted for new runway construction. As for the value received from the project, a summary includes:

- Project cost: ~\$20M
- Airport cost: ~\$700K to receive the ~\$20M product
- Replacement of modern “green” electrical systems, lowering FNL’s annual budget for utility costs
- Replacement of antiquated PAPIs with LEDs
- Replacement of runway lights with LEDs
- Replacement of airfield signage with LEDs
- Resetting the runway “lifespan clock” to a new 20-year mark, lowering FNL’s annual O&M costs

In terms of constructing a parallel runway, FNL flight operations unfortunately do not warrant a parallel runway at this time; we are below the minimum threshold of operations needed to be considered for funding by the FAA. Although our engineers estimate construction of a parallel



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runway to be in the \$25M to \$30M range, this amount of FAA funding is not available for FNL. The local FAA ADO funds 117 airports' individual projects from their grant allotments using the project priority system, only after airports meet required operational levels, which FNL has not yet reached.

Regarding project funding, actual bids received exceeded the engineer estimates by approximately \$2M. The FAA has agreed to cover this gap, moving FNL to the front of the funding line at the expense of other airports' projects. The FAA expects this runway widening project to occur, allowing FNL to safely accommodate commercial flights.

We commit to continuing coordination and communication with all airport stakeholders before the project begins in April of next year. Coordination meetings will start in October of this year to further convey operational impacts, allowing operators to plan well in advance of the project start date.

Airport Commission meetings are held each month on the third Thursday, and the agendas are of public record. The public, including airport tenants, have an opportunity to participate in the public comment period on any topic of their choosing.

In speaking with FNL's legacy staff, this project has been a regular discussion topic at these Commission public meetings since the 2020 Master Plan adoption and approval.

We appreciate you choosing FNL, as we know aircraft operators have a choice in which airport they base their aircraft.

Regards,

John Kinney, CAE CM

Airport Director

Northern Colorado Regional Airport

John.kinney@cityofloveland.org



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Attachment: Reference page 5: FNL Runway Project Materials and Quantities

CC:

Airport Commissioners

Mayor of the City of Loveland

Mayor of The City Fort Collins

City Manager City of Loveland

City Manager City of Fort Collins



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FNL Runway Project Materials and Quantities

Please see details below as to the specifics of the FNL RW Widening project (quantities are estimated from the design and consistent with the Bid Quantities).

Note quantities could be described in miles...this is a major and complex airfield project.

Materials and Quantities: Partial list

- Overall project quantities for civil (pavement and drainage infrastructure) and electrical (lights and signs) are 35% to 50% more due to additional depth and length of construction. Depth to be 5 feet full length of the runway both sides
- Two phases which means two mobilizations for each type of construction (removals, earthwork, pavement, electrical, etc.) Additional expenses
- 40,000 LF of saw cutting
- 153,000 SF of various types of pavement removal
- 70,000 CY of earthwork excavations
- 504,000 SF of Aggregate Base material
- 473,661 SF of Drainage Rock
- 35,461 Tons of Asphalt (two types of mix design, two mobilizations)
- 1,513,278 SF of Seal Coat
- 283,719 SF of pavement markings
- 425,070 SF of grooving (broken up in two sections to tie into existing grooves, takes twice as long)
- 18,653 LF of drainage infrastructure
- 41 Acres of seeding
- 48,000 LF of electrical conduit/conductor removals
- 58,000 LF of new electrical conduit/conductor
- 237 new electrical lights/signs/boxes
- Two new sets of 4-box PAPIs
- 283,719 SF of pavement markings (four mobilizations due to multiple phases and winter season)



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July 28, 2025

Chip Blankenship

Woodward Inc.

1081 Woodward Way

Fort Collins, CO 80524

chip.blankenship@woodward.com

Mr. Blankenship,

We have received your letter dated July 10th, 2025, regarding the impact of the scheduled runway expansion at Northern Colorado's Regional Airport. We appreciate you sharing your detailed perspectives and concerns.

Airfield improvements of this size and complexity are impactful; we understand and share your concerns. To mitigate these impacts, airport staff and the airport's national airport consulting engineers (Dibble and Associates) have worked diligently to minimize operational disruptions. This project is part of the adopted airport master development plan from 2020. During the design phase in 2023 and 2024, feedback from airport tenants was instrumental in lobbying the FAA to move away from the original project approach of one full closure with a shorter closure time, as a full closure was overly impactful to flight schools. The outcome of this stakeholder engagement, including an airport-wide survey, resulted in the current two-phase closure approach, allowing smaller GA aircraft the opportunity to continue operating. This preferred stakeholder approach did add project costs, which the FAA eventually agreed to approve and cover. Approaching the project with a 24/7 schedule was also reviewed and estimated to add costs exceeding the airport's ability to cover, as the FAA would not cover the additional expense.

Project comparisons have been shared by stakeholders. In each case, the projects shared to date have been smaller in scale and/or complexity. Here is another case example—also less complex but a good comparison: Aspen, Colorado. A single runway facility. Next summer, Aspen will be shifting the runway by 80' to the west and widening it from 100' to 150' to accommodate Group III (B-737) size planes. The entire runway will be shut down for 5 months (150 days). Daily air



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carrier flights by UAL, AA, and DL will be canceled for 5 months, as well as all turbine operations. The economic impact on aircraft operators and the local economy, which is driven by tourism, hotels, and restaurants during Aspen's peak season, will be significant. In comparison to the Aspen project, FNL's runway widening project is more complex, with a project duration of 161 days. I have attached a high-level project overview of the FNL quantities in play for your review and sharing.

I could not agree with you more: the number one priority at FNL is safety, and the element missing is radar in the local air traffic control tower. Airport staff have made this issue our priority. Unfortunately, to date, the FAA has not shared our level of concern and continually references that radar is not part of the tower's "minimal equipment list." I would appreciate any effort you and other FNL corporate operators could make in our collective efforts to sway the FAA decision-makers of the need for radar at FNL. FAA top leadership, NATA, AOPA, FSDO, and our Congressional delegation have been contacted, but to date, to no avail. However, the latter group, along with NATA leadership, have been very helpful, including Congresswoman Boebert's office. We will continue to push for radar at FNL.

Any project improvement involving FAA funds is scrutinized and prioritized by the FAA's Denver Airport District Office for operational impacts, cost, funding, procurement, design, environmental compatibility, and impacts on the surrounding communities. This level of scrutiny was applied to each aspect of this runway widening project at FNL during and since the airport master plan adoption in 2020.

In terms of project funding, actual contractor bids exceeded the engineer's estimates by approximately \$2M. The FAA understands the dynamic construction bid environment for airports and has agreed to pay the \$2M project cost gap with no additional airport sponsor expense. The FAA has moved FNL to the front of the funding line, at the expense of other airport projects being placed on hold. The FAA's clear expectation to FNL, given the level of organizational efforts expended in project design, environmental reviews, compliance, procurement, funding, and local coordination, is that this runway widening project is required for FNL to accommodate commercial flights.



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We commit to robust coordination with all airport stakeholders before the project begins in April of next year and will start coordination meetings in October of this year to further convey operational impacts. If there is value from Woodward's perspective in meeting this month to provide an overview of the project for your flight department, we will make our staff available.

We appreciate you choosing FNL, as we know aircraft operators have a choice.

Regards,

John Kinney, CAE, CM
Airport Director

Attachment: Reference page 4: FNL Runway Project Materials and Quantities

CC:

Airport Commissioners
Mayor of the City of Loveland
Mayor of The City Fort Collins
City Manager City of Loveland
City Manager City of Fort Collins



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FNL Runway Project Materials and Quantities

Please see details below as to the specifics of the FNL RW Widening project (quantities are estimated from the design and consistent with the Bid Quantities).

Note quantities could be described in miles...this is a major and complex airfield project.

Materials and Quantities: Partial list

- Overall project quantities for civil (pavement and drainage infrastructure) and electrical (lights and signs) are 35% to 50% more due to additional depth and length of construction. Depth to be 5 feet full length of the runway both sides
- Two phases which means two mobilizations for each type of construction (removals, earthwork, pavement, electrical, etc.) Additional expenses
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- 58,000 LF of new electrical conduit/conductor
- 237 new electrical lights/signs/boxes
- Two new sets of 4-box PAPIs
- 283,719 SF of pavement markings (four mobilizations due to multiple phases and winter season)

Coloradoan.

NEWS

Fort Collins pilot volunteers his own plane, time and money to fly conservation missions



Miles Blumhardt

Fort Collins Coloradoan

Aug. 5, 2025, 5:01 a.m. MT

Key Points AI-assisted summary ⓘ

Rick Turley, a 69-year-old pilot from Fort Collins, volunteers for Lighthawk, a conservation nonprofit.

Turley flies researchers, firefighters and others over various conservation projects, including water projects and wildfire areas.

He uses his own Cessna 182 and covers the costs of fuel and maintenance for these missions.

Fort Collins pilot Rick Turley will find any excuse to hop in his Cessna 182 and take to the skies, but most recently the excuse became a reason.

In 2024, the 69-year-old Turley became a volunteer pilot for Grand Junction-based [Lighthawk](#), a nonprofit organization that coordinates aerial missions in support of land, water and wildlife conservation; it's where he combines his love of flying with his passion for conservation.

"I feel like I am serving a useful purpose, and I've learned a ton from these flights," said Turley, who is retired after information systems careers with HP, Colorado Memory Systems, teaching at CSU and the University of Northern Colorado, as well as private consulting.

Turley, who became a licensed pilot in 1999, said he called Lighthawk shortly after he surpassed the 1,000 hours the nonprofit requires of its volunteer pilots so he

could start serving that purpose. Turley said his Lighthawk missions have included flying researchers, firefighters, reporters and donor organization members to a variety of conservation projects.

Those include flying researchers over Front Range water projects, including at Chimney Hollow Reservoir near Loveland and Gross Reservoir southwest of Boulder. Flights over the Colorado River in partnership with the University of Colorado provided images that will be used at the 2025 Conference on the Colorado River to help speakers and panelists speak of the river's scale and significance from an aerial viewpoint.

He's flown CSU entomologists and biologists over southeastern Colorado to help locate vegetation types that might hold rare and unique species. And he's flown fire experts to wildfires to prepare for fighting the fires and mitigating their impacts after the fire.

Turley said his experience early in his flying days with Civil Patrol and the now 1,500 hours he's logged flying provided him with the experience to fly critical low-level missions in mountainous terrain for Lighthawk.

"Most of my flying is close to the ground where you get the best view of Earth," Turley said. "But that's more challenging in Colorado where the land is jagged and it will hurt if you hit it."

Turley has also volunteered flying for Young Eagles, a program that gives youth their first free airplane ride in hopes of inspiring in participants a passion for flying; and Angel Flight West, which arranges donated flights for people in need of health care many miles from their homes. He also enjoys donating his time and plane for Navajo Christmas Airlift, which provides clothing, blankets, toys, toiletries and food for Native American communities in celebration of Christmas.

Turley said he is one of many other pilots flying out of Northern Colorado Regional Airport in Loveland that not only volunteer their flying time to nonprofits but do so on their own dollars.

"There's no financial obligation to those people we fly," Turley said. "Lighthawk finds a good fit and the pilot pays for the aircraft and fuel out of their own pocket. It's not cheap, but you feel like you are providing benefits and value to people's lives. For virtually all pilots, donating their time and expenses are because they believe in the mission and enjoy flying."

August 11, 2025

Northern Colorado Regional Airport Commission
 Northern Colorado Regional Airport (KFNL)
 4900 Earhart Road
 Loveland, CO 80538

TRANSMITTED VIA ELECTRONIC MAIL

Subject: Request Continued Maintenance of Runway 06/24 as an Operational Runway

Dear Northern Colorado Regional Airport Commission Chair and Fellow Commissioners:

On behalf of the undersigned national and state aviation advocacy organizations, **we respectfully urge you to reconsider the proposed permanent reclassification of Runway 06/24 at Northern Colorado Regional Airport (KFNL) as a taxiway.** Instead, we ask that you recommit to maintaining this runway as an active runway in alignment with the FNL 2020 Master Plan and its accompanying Airport Layout Plan (ALP).

We further request the immediate reopening of Runway 06/24 for takeoff and landing operations and recommend that a formal study of its utilization be conducted through at least September of 2026. This approach will allow for a data-driven decision based on current and comprehensive up-to-date operational metrics. Also, in the future when contemplating decisions of this magnitude that directly affect airport stakeholders, AOPA strongly encourages sponsors to formally solicit aeronautical user feedback prior to making decisions that would potentially seriously and materially negatively impact those users. Specifically with respect to the topic of a potential runway reclassification, we ask that the Commissioners formally seek feedback from airport stakeholders most likely to be affected by the potential decision rather than what appears to be the current rather casual default-- "...unless otherwise directed..." -- approval/disapproval methodology.

The Aircraft Owners and Pilots Association (AOPA), representing over 300,000 pilots and aircraft owners nationwide—including approximately 7,000 in Colorado—and the Colorado Pilots Association (CPA), with over 700 members statewide, collectively advocate for nearly 10,000 Colorado-based aviators. Approximately 1,000 of these individuals reside near KFNL and rely on its infrastructure for safe and efficient operations. We make these requests on behalf of our members, the entire FNL airport community, and in the best interests of the airport itself.

While we recognize your authority as the airport sponsor to reclassify airport infrastructure, we respectfully question the apparent urgency of taking permanent reclassification now. Why move to permanently close Runway 06/24 without first collecting and analyzing recent usage data? In our discussions with the FAA's Denver Airports District Office, it has been made clear that the FAA neither supports nor opposes the proposed reclassification. Particularly given this neutrality, the final decision rests solely with your commission. We believe such a consequential

change warrants a more deliberate and measured approach and urge you to take pause before making any final determination on the subject of reclassifying runway 06/24 as a taxiway.

Concerns have been raised regarding the temporary air traffic control tower's limited visibility of portions of Runway 06/24 and its dual use as both a runway and taxiway. While these concerns are valid, similar operational complexities exist throughout the National Airspace System. Moreover, the temporary nature of the current tower presents an opportunity: the siting process for a future permanent tower will ensure full visibility of the runway 06/24 environment. In fact, the airport's own 2020 Master Plan recommends the construction of a parallel taxiway (Taxiway Design Group 2 standards) adjacent to Runway 06/24. This improvement would resolve dual-use concerns and enhance safety.

Additionally, the FAA Reauthorization Act of 2024 expanded eligibility for federal funding of crosswind runways, regardless of prevailing wind coverage, provided the runway is included in the most recent ALP. As a Part 139 airport with approximately 100,000 annual operations and 260 based aircraft—many of them light general aviation (GA) aircraft—the availability of a functioning crosswind runway is essential for safe flight training, operations in variable wind conditions, and particularly for tailwheel aircraft. Runway 06/24 was originally constructed and maintained for decades to serve this purpose. Permanent reclassification of 06/24 as a taxiway would eliminate a critical safety-enhancing part of your airport infrastructure and would fail to account for the wide range of operational needs of diverse GA aircraft. Furthermore, and particularly if commercial airline service is introduced at KFNL, the availability of a secondary runway would help separate light GA traffic from commercial operations, further improving safety and throughput.

Maintaining the crosswind runway will also maintain (or even enhance) the airport's operational capacity and its long-term financial success. FNL provides the community 839 jobs with a \$52.6M payroll value generating \$160.5M in total business revenue. Why would the commission want to intentionally risk compromising the airport's infrastructure resilience—or jeopardizing the significant economic output it supports—by permanently prohibiting landings and takeoffs on one of its only two runways? Maintaining Runway 06/24 in the FNL Airport Capital Improvement Plan (ACIP) will both preserve its eligibility for FAA grant funding and ensure its availability both as a crosswind runway, and as an alternate runway during construction or emergency events affecting the primary runway 15/33 allowing for continued conduct of commerce and generation of airport revenue.

In closing, we respectfully request that you:

1. Immediately direct reopening of Runway 06/24 for normal takeoff and landing operations
2. Defer any final decision regarding permanent reclassification until a thorough evaluation of the runway's utilization is conducted through at least September 2026
3. Ensure that Runway 06/24 reconstruction and its associated parallel taxiway remain in—or are added to—the FNL Airport Capital Improvement Plan (ACIP)

We are confident that the above recommended data-driven approach would be fair and reasonable across the board and would serve the best interests of both the airport's aeronautical

users and the sponsoring authority. Should you or your staff have any questions or wish to discuss this matter further, we welcome the opportunity to engage in constructive dialogue.

Sincerely,

A handwritten signature in blue ink, appearing to read 'BS' or 'Schuster'.

Brad Schuster, C.M.
Northwest Mountain Region Manager
Aircraft Owners and Pilots Association

///SIGNED///

Adrian Nye, President
Colorado Pilots Association

Cc:

City of Loveland Mayor and City Council

City of Fort Collins Mayor and City Council

FAA Northwest Mountain Region Airports District Office (CO, UT, WY)

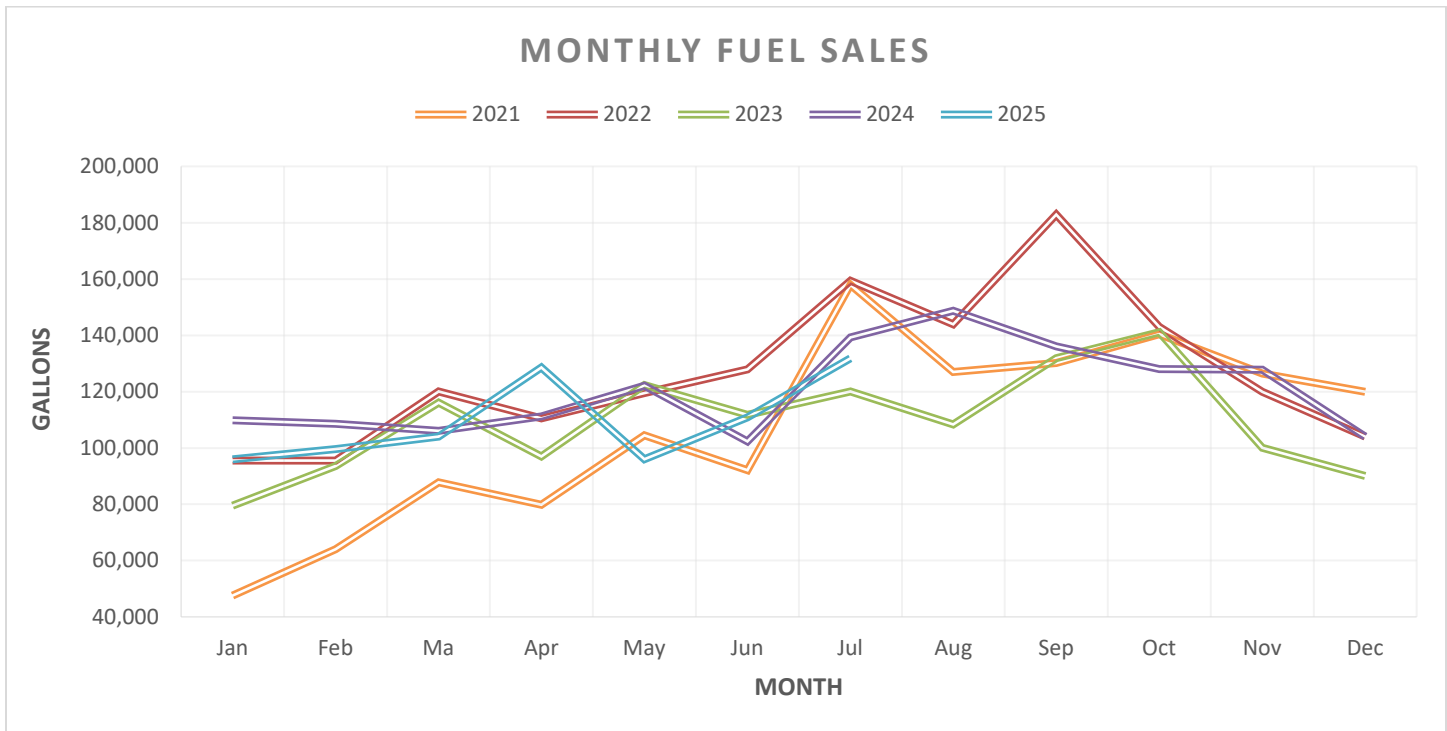
Director, Colorado Department of Transportation-Aeronautics

FNL Airport Director



NORTHERN COLORADO REGIONAL AIRPORT

FNL Metrics



Aircraft Operations

Landings		Take-Offs		Totals	
Single Engine	4471	Single Engine	4447	Single Engine	8918
Single Engine Turbine	61	Single Engine Turbine	67	Single Engine Turbine	128
Multi Engine	103	Multi Engine	99	Multi Engine	202
Multi Engine Turbine	61	Multi Engine Turbine	60	Multi Engine Turbine	121
Business Jet	191	Business Jet	191	Business Jet	382
Jet 2	6	Jet 2	6	Jet 2	12
Helicopter	74	Helicopter	54	Helicopter	128
Military	1	Military	0	Military	1
Military Helicopter	5	Military Helicopter	5	Military Helicopter	10
Light Sport Aircraft	1	Light Sport Aircraft	1	Light Sport Aircraft	2
Other	6	Other	8	Other	14
TOTAL	4980	TOTAL	4938	TOTAL	9918

Rental Car Activity: 170 Transactions in July (monthly record)

Parking: July Average = 540 Vehicles Parked Daily
2025 Average = 535 Vehicles Parked Daily

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AIRPORT FUND 600

Financial Notes:

Revenue: Year-to-date (YTD) revenue is approximately \$40K below 2024 levels and nearly \$111K under budget projections.

Strong performers: hangar rentals, state aircraft fuel tax, rental car concessions, and miscellaneous revenue (including bus departure fees).

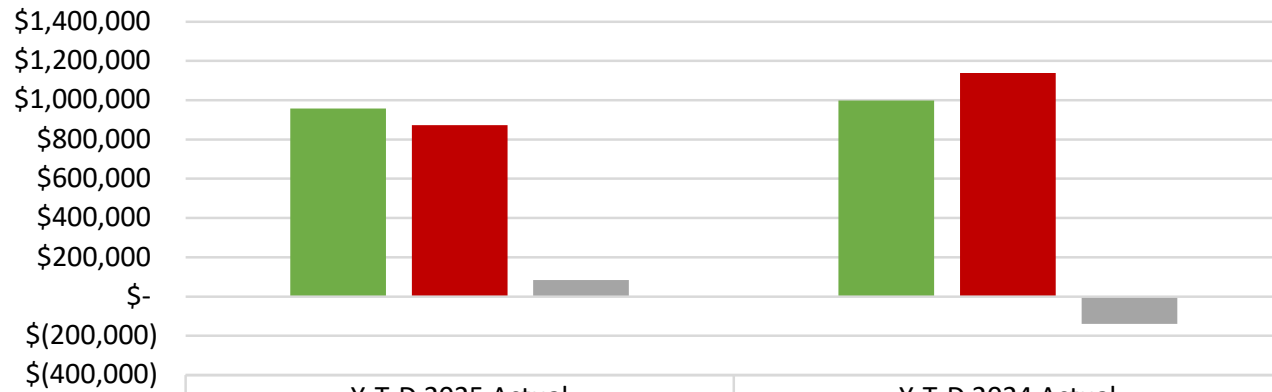
Underperformers: parking fees, gas and oil commissions, terminal leases, and landing fees.

Expenses: 2025 YTD operating expenses are \$265K lower than 2024 and \$574K below budget. Savings are partly due to staffing vacancies, some of which have only recently been filled.

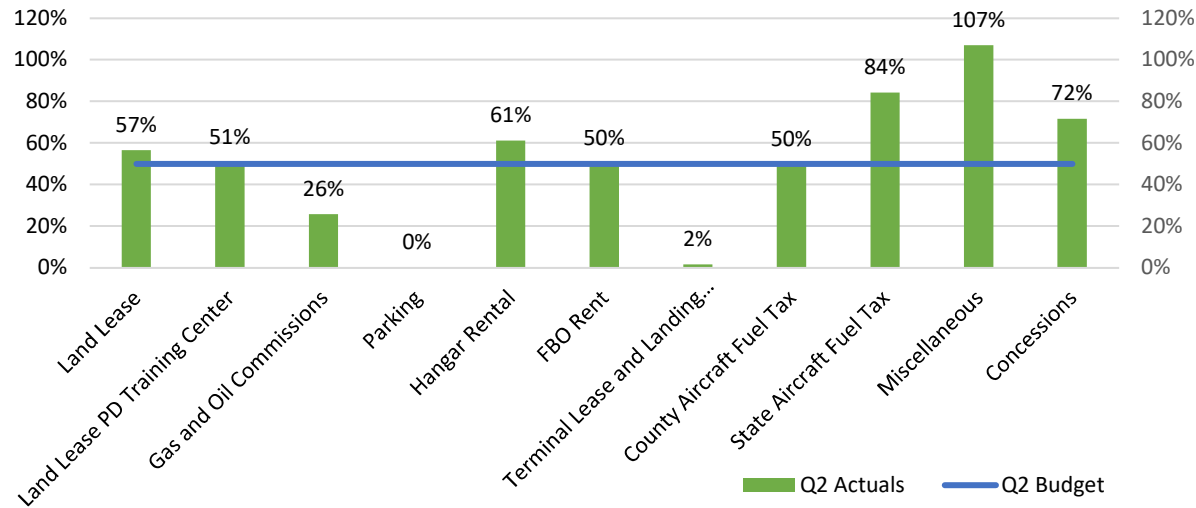
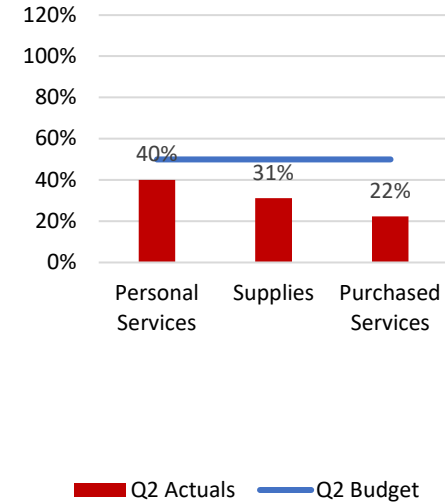
Operating Gain: Despite lower revenue, significantly reduced operating expenses have resulted in a YTD operating gain of \$83.7K.

Net Position & Fund Balance: After accounting for the YTD operating gain of \$83.7K, and a non-operating loss of \$18.6K from capital investments, the Airport fund has a positive change in net position of \$65K, resulting in an estimated ending fund balance of approximately \$2.3M.

YTD Operating Revenue & Expenditures 2025 vs 2024



	Y-T-D 2025 Actual	Y-T-D 2024 Actual
■ TOTAL OPERATING REVENUES	\$956,734.00	\$998,464.00
■ TOTAL OPERATING EXPENSES	873,015.00	1,138,323.00
■ OPERATING GAIN (LOSS)	\$83,719.00	\$(139,859.00)

Q1 Revenue vs. Budget**Q1 Exp vs. Budget****How to Read the Comparison Graphs**

Blue Reference Line (50%) – Marks the halfway point of the annual budget. At midyear, revenues and expenses would typically be near this level if tracking exactly to budget.

Revenue Graph (left) – Green bars above the blue 50% line indicate revenues exceeding midyear budget expectations (e.g., Miscellaneous at 107%, State Aircraft Fuel Tax at 84%). Bars below the line show revenues underperforming relative to budget (e.g., Gas and Oil Commissions at 26%, County Aircraft Fuel Tax at 2%).

Expense Graph (right) – All red bars are below the blue 50% line, showing that actual spending in Personal Services, Supplies, and Purchased Services is currently below midyear budget projections.

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NORTHERN COLORADO⁷³ REGIONAL AIRPORT

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ITEM NUMBER: 2

MEETING DATE: August 21, 2025

PREPARED BY: Aaron Ehle, Planning & Development Specialist

TITLE

Short-Term Lease Agreement with Groome Transportation

RECOMMENDED AIRPORT COMMISSION ACTION

Make a motion recommending the City Managers execute the short-term lease agreement

BUDGET IMPACT

Positive. The leasehold area will triple in size. The Airport will generate \$51,560 in additional revenue over the next 6 months compared to the previous agreement.

SUMMARY

Groome Transportation, formerly known as Greenride, has provided shuttle service between Northern Colorado Regional Airport (FNL) and Denver International Airport since 2015. In recent years, the company has operated under an annual land lease for a 72,823-square-foot area located just east of the main terminal parking lot. This area is surfaced with recycled asphalt millings.

As ridership has grown significantly, the current leasehold no longer provides sufficient space for the number of vehicles parking at FNL. To address this, staff has negotiated a new six-month lease agreement for a much larger area to better support Groome's operations.

Under the new agreement, the leasehold will expand from 72,823 square feet to 218,885 square feet. The lease rate—escalated annually and among the highest at the airport due to its non-aeronautical use—will remain at \$0.71 per square foot per year.

Groome Lease Comparison				
	Rate (\$/Sq. Ft.)	Area (Sq. Ft.)	Annual Rent	6 Month Rent
New Land Lease	\$0.71	218,885	\$154,533	\$77,266
Previous Land Lease	\$0.71	72,823	\$51,413	\$25,707
Increase	—	146,062	\$103,120	\$51,560

Under the terms of the agreement, Groome will be responsible for maintaining and improving the lot and enforcing parking regulations.

Walker Consultants is currently conducting a comprehensive analysis of the ground transportation elements at FNL and will provide recommendations for future operations. A new agreement, informed by these recommendations, will be likely be established in the spring.

Under the Intergovernmental Agreement (IGA), the Airport Commission does not have the authority to approve non-aeronautical leases; this authority rests with the City Managers and/or City Councils depending on the length of the lease.

Lease Location:



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ITEM NUMBER: 3

MEETING DATE: August 21, 2025

PREPARED BY: John S. Kinney – Airport Director

TITLE

Ground Transportation Operator Negotiations Update With Possible Executive Session As Authorized By Colorado Revised Statute §§ 24-6-402 (4)(a), (b), and (e)(I)

RECOMMENDED AIRPORT COMMISSION ACTION

Move to recess into executive session to discuss the status of lease/operating agreement negotiations with Landline and Groome pursuant to C.R.S. §§ 24-6-402 (4)(a), (b), and (e)(I)

BUDGET IMPACT

Unknown

SUMMARY

The Airport Commission may recess into executive session to receive legal advice and discuss ongoing negotiations with ground transportation operators Groome and Landline, as permitted under Colorado Open Meetings Law. The purpose of this item is to provide the Commission with a status update on these negotiations.

ATTACHMENTS

None



NORTHERN COLORADO REGIONAL AIRPORT COMMISSION

Airport Commission Work Session

THURSDAY, August 21, 2025

4:00PM – 5:05PM

ALL MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND THIS MEETING IN-PERSON AT:

4867 VENTURE DR, JOHNSTOWN CO 80534 – BOARD ROOM

OR PARTICIPATE VIRTUALLY USING THE INFORMATION BELOW:

Join Zoom meeting:

<https://us06web.zoom.us/j/81745121465?pwd=5ppt3wqwwanti9ljisxjapkmwnncin.1>

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>

CALL TO ORDER		
ROLL CALL		
AIRPORT COMMISSION WORK SESSION		
1. NORTHERN COLORADO REGIONAL AIRPORT: STRATEGIC PLAN 2022-2023: PROGRESS REPORT AND FNL'S ORGANIZATIONAL PRIORITIES FOR 2025- 2027 <i>INFORMATIONAL</i> <i>PRESENTER: JOHN KINNEY, AIRPORT DIRECTOR</i>	<i>PAGE: 3-47</i>	<i>30 MINUTES</i>
2. AIRPORT AUTHORITY FORMATION STATUS UPDATE <i>INFORMATIONAL</i> <i>PRESENTER: GINNY SAWYER, CITY OF FORT COLLINS- PROJECT MANAGER</i>	<i>PAGE: 47-56</i>	<i>30 MINUTES</i>
ADDITIONAL BUSINESS FROM AIRPORT COMMISSIONERS		<i>5 MINUTES</i>
Adjournment		

FUTURE MEETING TOPICS

SEPTEMBER 30: 3:00-5:00

- Tentative: Air Service Development Presentation 301 Ms. Sally Covington, Air Service Development Consultant

OCTOBER 16: 3:00-5:00

- Air Traffic Control Tower Preferred Alternative
- Parcel C Hangar Development Update



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Airport Commission Work Session

John Kinney, Airport Director
Ginny Sawyer, City of Fort Collins- Project Manager
August 21, 2025

Northern Colorado Regional Airport's Guiding Documents

The Commission Requested a "High Level" Review of Guiding Documents.

- I. Northern Colorado Regional Airport's 2022 - 2023 Strategic Plan
- II. Northern Colorado Regional Airport's 2025 - 2030 Airport Vision Statement
- III. The Airport's Organizational Priorities - Strategies – Deliverables: 2025- 2027

Northern Colorado Regional Airport's Guiding Documents

5

The Commission Requested a "High Level" Review of Guiding Documents.

Part I

Northern Colorado Regional Airport's 2022 - 2023 Strategic Plan

Northern Colorado Regional Airport's Strategic Plan

The Evolution of the Strategic Plan is best described:

- Co-created by the Planning and Development Subcommittee and the Airport Commission in late 2022.
- The Airport Commission adopted the strategic plan in February 2023.
- “The strategic plan was intended to guide staff, the Planning Development Subcommittee and Airport Commission and Airport Partners, in moving towards the airport vision and future.”

Northern Colorado Regional Airport's Strategic Plan

As a Point of Reference, This is the Vision Established in 2022:

Northern Colorado Regional Airport: sparking innovative transportation and leading- edge economic development, training, research, and education throughout the region.

Northern Colorado Regional Airport's 2022-2023 Strategic Plan Progress Report

Airport Commission's Request: Staff Develop a Progress Report Airport's 2022 - 2023 Strategic Plan

<\\\\cold.root.loc\\fileshare\\DeptHome\\Airport\\Commission\\2025 Meetings\\08-21-2025\\Work Session\\Strategic Plan\\Progress Report\\Strategic Plan - Progress Report.pdf>

Northern Colorado Regional Airport's Guiding Documents

The Commission Requested a "High Level" Review of Guiding Documents.

Part II

Northern Colorado Regional Airport's 2025 - 2030 Strategic Vision

Northern Colorado Regional Airport's Vision 2025-2030:

The Evolution of the Airport's Strategic Vision is Best Described:

- In Late 2024 the Airport Director Interview Process revealed striking Elements were Absent from FNL's Staff Work Plan Priorities
- Both Cities Strategic Views were Evolving as to FNL's Future
- Leadership's Goals for Sustained Financial Autonomy Solidified Priorities
 - Enhance Safety and Security
 - Eliminate Subsidies
 - Attract Airlines
 - Amplify Brand

Northern Colorado Regional Airport's Vision 2025-2030:

Become a Premier Corporate, General Aviation, Commercial Service Airport

Helping to Drive Northern Colorado's Economy to

Better Serve Our Partner Communities' Regional Transportation Needs.

Northern Colorado Regional Airport's Guiding Documents

The Commission Requested a "High Level" Review of Guiding Documents.

Part III

Northern Colorado Regional Airport

Staff's Priorities - Strategies - Deliverables Plan: 2025 - 2023

The Commission's Role in Developing Priorities...

Staff outlined multiple Projects/Priorities in Three Commission meetings:

January 16th Commission Meeting Staff Presented:

- a. The Airport Vision for 2025-2030

April 17th Commission Meeting Staff Presented by Category:

- a. Staff's Core deliverables for a GA and Commercial Service Airport
- b. Staff's Ancillary Projects "In Play"
- c. Priority Projects from the Commission Underway or Pending Resources
- d. FNL's % year CIP Plan Elements and Timelines
- e. Airport Vision for 2025-2030

June 16th Commission Meeting Staff Presented:

- a. Staff's Strategic Actions in Support of the Airport Vision
- b. Commission Calendar and Staff's Work Plan Elements by Month and Year

The Airport Commission's Role in Developing: Staff's Priorities - Strategies – Deliverables Plan

Based on the Commission's Recommendation/Guidance to Staff:

- The Airport Vision was Solidified
- The Airport Organizational Priorities – Strategies – Deliverables Plan for 2025 – 2027 were Established
 - [\\cold.root.loc\fileshare\DeptHome\Airport\Commission\2025 Meetings\08-21-2025\Work Session\Strategic Plan\Priorities\Priorities for Commission 2025-2027 AA.pdf](#)



Next Steps:

**Is Staff on the Right Track
Moving Forward?**

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Northern Colorado Regional Airport's 2022 - 2023 Strategic Plan - Progress Report

1. **Remote Tower:** **Completed**
 - Critical air traffic control services are sustained at the Airport
2. **New Terminal:** **Completed**
 - The new terminal is constructed and deadlines for the use of federal funding are met
3. **Commercial Air Service:** **In process at 20%**
 - The Airport has a commitment or statement of interest from a commercial air carrier
4. **Updated Land Use Plan and Leasing Policy:** **Pending at zero%**
 - Plan and Policy approved by the Airport Commission
5. **Enhance/Increase Airport Staffing Support:** **In process at 60%**
 - Staffing analysis completed and approved by Airport Commission and submitted for budgetary appropriation
6. **Runway 15-33 Widening Design & Construction:** **In process at 50%**
 - Design completed and funding is secured for 2025 construction start
7. **Governance Study:** **In process at 50%**
 - Completed study with options, recommendations & Cities determine best path
8. **Multimodal Links to Air Transportation Network:** **Pending at zero %**
 - Demonstrate positive trends in multimodal ridership to/from the Airport
9. **Community Engagement:** **Pending at zero %**
 - Increased community understanding and support for the vision of the Airport
10. **Technology and Innovation Center:** **Pending at zero %**
 - Identify location(s) for facility and partner for a successful implementation
11. **Hangar Redevelopment:** **In process 50%. Groundbreaking ~ 2027 for Parcel C**
 - Develop an infrastructure plan and create new sites for general aviation hangar development and create a plan to redevelop the T-hangar area

2 KPIs have been “completed”, 4 KPIs are “0% complete” and 5 KPIs are “in process”.

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FNL's Organizational Priorities - Strategies - Deliverables: 2025 - 2027

*Safety - Security - Mitigating Risk: Operate FNL reflective of operational complexity **

1. Airport Commission Focus and Priorities

- A. Adjust the focus and decision making to delivering organizational priorities.
- B. Affordability should drive decisions until financial autonomy is reached.

2. Recruitment of Scheduled Airline Service

- A. Air service development: Request For Proposal - October 2025.
- B. Airline partnerships identified, launch intense outreach. *
- C. Design FNL's Brand - Modernize Web Page and Social Media.

3. Develop and Deliver Financial Autonomy *

- A. General fund reliance ends by 2030.
- B. Accelerate aeronautical developments maximizing "market opportunity" rates.
- C. Adopt "cost recovery" financial model.

4. FAA Grant Assurances

- A. Compliance applicable to all airport users.

5. Secure a Permanent Air Traffic Control Tower

- A. Design a two-year strategic campaign to secure federal funding for traditional tower
 - I. Engage lobbyist to navigate Congressional Delegation.
 - a. Engage federal agencies leadership.

6. Deliver the Runway Widening Project

- A. Largest construction project in FNL's history ... will dominate staff's time for 5 months.
- B. Completed on time, within budget limits.

7. Transition to an Airport Authority – January of 2027: Unfunded

- A. Revisit the transition goals and is January of 2027 realistic?
 - Organizational capacity to deliver is not available.
- B. Case Studies: Duration to deliver – three to five years.

8. Redevelopment Strategies Identified, preserved to accelerate financial autonomy from the general fund.

- A. General Aviation Facilities
- B. Airline Facilities
- C. Non-Aeronautical Developments
- D. Flight Line Restaurant and Administrative Offices
- E. Landside Operations: Ground Transportation Operators

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NORTHERN COLORADO

REGIONAL AIRPORT COMMISSION

4900 EARHART ROAD • LOVELAND, CO 80538

REGULAR MEETING AGENDA

THURSDAY, JANUARY 16, 2025

3:00PM – 5:00PM

CALL TO ORDER

ROLL CALL

POSTHUMOUS COMMEMORATION OF CIVIL AIR PATROL MEMBERS SUE WOLBER AND JAY RHOTEN PUBLIC COMMENT

CONSENT AGENDA

1. NOVEMBER 21 REGULAR MEETING MINUTES *PAGE 3*
2. DECEMBER PRELIMINARY FINANCIAL STATEMENT *PAGE 7*
3. FORT COLLINS LOVELAND WATER DISTRICT WATER LINE EASEMENT *PAGE 9*
4. PLANNING AND DEVELOPMENT SUBCOMMITTEE (PDSC) AGENDA *PAGE 18*

APPROVAL OF CONSENT AGENDA

5 MINUTES

PULLED CONSENT AGENDA ITEMS

REGULAR AGENDA

5. **AIRPORT DIRECTOR'S REPORT** 20 MINUTES
INFORMATIONAL, PAGE 21
PRESENTING: JOHN KINNEY, AIRPORT DIRECTOR
PRIMARY UPDATES INCLUDE BUT ARE NOT LIMITED TO:
 - **2025 COMMISSION WORKSHOP - PROPOSED WORKPLAN TO ESTABLISH PRIORITIES**
 - AIRPORT PARKING AND GROUND TRANSPORTATION
 - RADAR FOR FNL'S AIR TRAFFIC CONTROL TOWER
6. CONSTRUCTION MANAGER AT RISK (CMAR) CONSTRUCTION UPDATE FOR RUNWAY 15-33 WIDENING IN 2026 15 MINUTES
INFORMATIONAL, PAGE 25
PRESENTING: 1. JOHN KINNEY, AIRPORT DIRECTOR
2. JARED BASS, DIBBLE ENGINEERING
7. AIRPORT GOVERNANCE COMMITTEE UPDATE 15 MINUTES
INFORMATIONAL, PAGE 41
PRESENTING: 1. FORT COLLINS MAYOR ARNDT, COMMISSION CHAIR
2. GINNY SAWYER, FORT COLLINS PROJECT AND POLICY MANAGER
8. AIR TRAFFIC CONTROL TOWER PROGRAM UPDATE 35 MINUTES
POSSIBLE EXECUTIVE SESSION AS AUTHORIZED BY COLORADO REVISED STATUTES §§ 24-6-402(4)(e), and (4)(b)
INFORMATIONAL, PAGE 48
PRESENTING: 1. JOHN KINNEY, AIRPORT DIRECTOR
2. DAVID ULANE & BILL PAYNE, CDOT AERONAUTICS
3. RACHEL JACKSON, RTX
9. ADDITIONAL BUSINESS FROM AIRPORT COMMISSIONERS

ADJOURN



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Airport Directors Report – Airport Commission Meeting January 16, 2025

1. **Airport Commission Workshop** Spring of 2025 – [Attachment](#).
2. **Radar for FNLs' Air Traffic Control Tower:** Congressional delegation has been engaged with the FAA including the FAA's: FCTP, ADO, FSDO and head of ATO. Industry groups have been contacted or engaged including: AOPA and NATA. The latter group has been the most responsive and engaging today – More to follow as coordination continues.
3. **Holiday parking volumes:** Peak volumes reached 1,202 cars.
 - a. Thanksgiving holiday parking volumes were 20% over the previous year
 - b. Christmas & New Year's parking was 20% over the Thanksgiving holiday.
 - c. Security efforts are mitigating the level of police responses
4. **Parking and Ground Transportation Study and Resulting Action Plan ***
 - a. Rental Car Lease Renewals
 - i. Implementation of CFCs - Construct "Ready Return" Facility
 - b. Shuttle Bus – Groome - Lease renewals
 - i. Initial discussions regarding parking lot improvements
 - c. Shuttle Bus - UAL / Landline Lease renewal
 - d. Integration of TNC – Uber, Lyft, etc.
 - e. Meet and Greet – Cell Phone lot
 - f. Airline passenger needs
 - g. Employee parking

**Pending GT strategic review to holistically plan for demand, fees, allowable uses and layouts. Leases will be formatted Month to Month to Month to create predictability for operators and staff actions in mid-year 2025.*

5. **Engineering services** Contract Selection for the Airport "On Call" Engineering firm complete: Dibble and Associates was selected for the next 5 years.
6. **Airport Development Parcel C and B:** Site plans continue to be refined with input from stakeholders. Next steps include the cost estimate for infrastructure improvements:
[Attachment and display boards - - Maps](#)



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7. **RFP for Landing Fees** for Non-Based Aircraft at FNL will be on the street this month.
8. ***Airshow 2025 Planning*** underway. USAF Thunderbirds: September 20th & 21st
9. **FNL's Triennial Full Scale Exercise** Planning to begin this month. Required of airports certificated under Part 139 (allows an airport to accommodate schedule airline service)
10. **Recruitment** of FNL's Airport Operations & Facilities Manager: Mr. Dylan Swanson has accepted the job offer and will be joining the organization January 27th.



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Attachment 1



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Creating an Action Plan for Realizing the Vision for Northern Colorado Regional Airport

Vision:

Become a premier corporate, general aviation and commercial service airport to help drive the Northern Colorado Economy and better serve our collective communities.

Current Status:

The airport has received several grants that support an improved infrastructure to serve air traffic. Parallel to this, the immediate region has witnessed tremendous population and economic growth, and DEN the nearest commercial airport is at capacity. Nationally, regions with similar market conditions to Northern Colorado have seen significant growth in secondary or mid-size airports, such as Colorado Springs.

Issue Statement:

FNL is presented with a rare opportunity to capitalize on the current environment, recent infrastructure investments, and the evolving needs of the community. This moment offers a limited window to transform into the airport the community both wants and needs, by expanding commercial services while simultaneously supporting and growing existing corporate and general aviation operations. To seize upon these time sensitive opportunities, it is critical that we adopt a disciplined approach, prioritize initiatives, and develop a comprehensive strategic work plan. Failing to do so will likely result in a reactive approach to a vision, potentially causing us to miss out on key opportunities to generate consistent, forward-looking progress in support of our desired outcomes.

Given the many competing priorities, a thorough analysis at the outset is essential to align strategies and establish a clear, sequential course of action. Short-term initiatives must be ladder up and support long-term objectives, ensuring that every step taken contributes to sustained growth and success. Taking proactive action now proactively establishes our desired trajectory for FNL.

Forward Vector:

Organize a planning summit in the spring, bringing together the Airport Commission and key community leaders, facilitated by aviation experts and staff. The goal will be to collaboratively develop, prioritize, and commit to an actionable plan that will serve as the foundation for realizing FNL vision of tomorrow.

The decision tree will focus on three test points:

1. Enhance Safety
2. Improve FNL Experience
3. Drive Revenues and Affordability

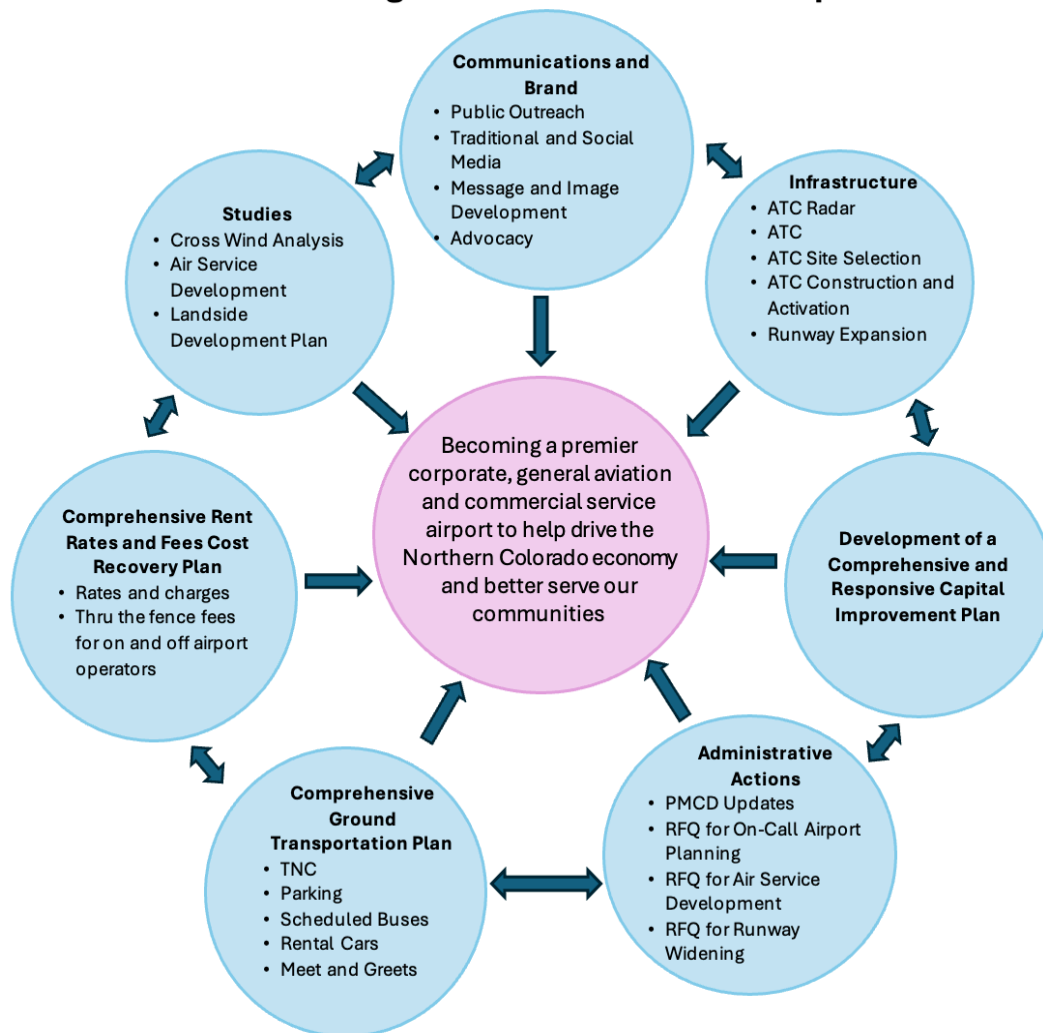


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Actions Needing to be Prioritized to Accomplish the Vision



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NORTHERN COLORADO

REGIONAL AIRPORT COMMISSION

4900 EARHART ROAD • LOVELAND, CO 80538

REGULAR MEETING AGENDA THURSDAY, APRIL 17, 2025

3:00PM – 5:00PM

ALL MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND THIS MEETING IN-PERSON AT 4900 EARHART ROAD LOVELAND, CO 80538 OR OBSERVE VIRTUALLY USING THE INFORMATION BELOW:

JOIN ZOOM MEETING: [HTTPS://US06WEB.ZOOM.US/J/81745121465?PWD=5PPT3WQWWANTI9LJSXJAPKMWNINCIN.1](https://us06web.zoom.us/j/81745121465?pwd=5PPT3WQWWANTI9LJSXJAPKMWNINCIN.1)

MEETING ID: 817 4512 1465

PASSCODE: 259087

DIAL BY YOUR LOCATION: +1 719 359 4580 US

FIND YOUR LOCAL NUMBER: [HTTPS://US06WEB.ZOOM.US/J/KCGGEYWEG](https://us06web.zoom.us/j/81745121465?pwd=5PPT3WQWWANTI9LJSXJAPKMWNINCIN.1)

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

10 MINUTES

CONSENT AGENDA

1. MARCH 20, 2025 REGULAR MEETING MINUTES, *PAGE 3*
2. RESOLUTION FOR 2025 COMMISSION MEETING SCHEDULE, *PAGE 7*
3. LEASE ASSIGNMENT AND ASSUMPTION – 5261 GULFSTREAM CT, *PAGE 9*
4. LEASE EXTENSION REQUEST – 5272 STAGGERWING, *PAGE 15*

APPROVAL OF CONSENT AGENDA

10 MINUTES

PULLED CONSENT AGENDA ITEMS

REGULAR AGENDA

5. QUARTER 1 FINANCIAL REPORT 10 MINUTES
INFORMATIONAL, PAGE 17
PRESENTING: MOLLY ELDER, DEPUTY CHIEF FINANCIAL OFFICER
6. **AIRPORT DIRECTOR'S REPORT** 30 MINUTES
INFORMATIONAL, PAGE 19
PRESENTING: JOHN KINNEY, AIRPORT DIRECTOR
7. AIRPORT BADGING FEE UPDATE 20 MINUTES
ACTION, PAGE 71
PRESENTING: DYLAN SWANSON, AIRPORT OPERATIONS & MAINTENANCE MANAGER
8. UPDATE ON THROUGH-THE-FENCE/CENTREPOINT BUSINESS PARK TAXIWAY AGREEMENT WITH
 POSSIBLE EXECUTIVE SESSION AS AUTHORIZED BY C.R.S. § 24-6-402 (4)(b) AND C.R.S. § 24-6-402 (4)(e)(I) 30 MINUTES
INFORMATIONAL, PAGE 73
PRESENTING: LAURIE WILSON, DEPUTY CITY ATTORNEY
9. ADDITIONAL BUSINESS FROM AIRPORT COMMISSIONERS 10 MINUTES

ADJOURN

FUTURE MEETING TOPICS

Staff recommendation for Parcels B and C

Commission Priorities for Staff Work Plan

Northern Colorado Regional Airport
Airport Commission: April 17, 2025
Airport Director's Report

Discussion Items: Staff to provide an Overview. Discussions with Commissioners

1. **Attachment One: Airport Staffs Work Plan:** Overview & prioritization is sought from Commissioners in May. **Simplified in scope and timing for Commission review/ June Meeting**
2. **Attachment Two: FNL's Five-year DRAFT CIP Plan:** Overview today, will seek Commissioners input in May. **CIP Plan finalized for submission to FAA and CDOT**
3. **The Commission Workshop (July):** Staff has included several "Pre-Workshop Information sheets which we believe amplify the need to create a unified Vision moving ahead strategically

Attachment Three: Defining the need to co-author a unified Vision allowing for strategic decision making in context of delivering goals. Earlier this year we shared this "suggested" roadmap.

The Why:

Not specific to the Commission.... but to both municipalities and their staff: Decisions are being made absent data or in context to the co-authored goals of the Commission or with an understanding of: How project outcomes complement Strategic Initiatives and the FNL vision

Originally submitted January 16th Commission Meeting, and again on April 17th no changes suggested.



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Attachment 1

AIRPORT COMMISSION'S PRORITIES: Staff Seeks Validation

Staff's Core Deliverables

- Commission monthly meetings
- GA tenant Bi-monthly meetings
- Annual budget development
- Annual FAA CIP plan development
- Staff performance plans & reviews
- Lease administration / compliance
- Finance AR and AP and Invoicing
- FAA and CDOT grant administration
- **FAA Annual Part 139 Inspection**
- *Airport Ops staff training & testing*
- *Monthly Ops, Airline, FAA... meeting*
- *TSA Airport Badging - Issuance*
- *FAA Airport Certification Manual - compliance*
- *TSA Airport Security Plan – compliance*
- *Annual 1st Responder Exercises*
- *Winter Operations to FAA Standard*

TSA & FAA require for commercial flights by aircraft exceeding 30 seats. Today's conditions.

Staff's Ancillary Projects "In Play"

1. Recruit new staff - replacements - **August** arrival.
2. Acquire an automated airport badging system: Cost recovery. **Summer**
 - Cloud Based System: New fees cover cost in 1st year. Reissue all FNL badges '25.
3. Re-badge FNL's population, ~900 badges to meet TSA compliance: **Summer / Fall**
4. Coordinate with COL Planning to annex the remaining airport parcel into the City: **Now**
5. Deliver ATCT Restroom Facilities – Infrastructure modifications: **Summer**
6. USAF Thunderbirds Air Show: **Summer**
7. Develop RFP Process for future lease opportunities: **Summer**
8. Manage the FAA Safety Risk Assessment Workshop for FNL Radar: **Summer**
9. Conduct FAA ATCT Site selection and Solar glare analysis: **Fall**
10. Rewrite TSA ASP: Airport Security Plan
11. Rewrite FAA /FNL Part 139 Airport Certification Manual - permits airline flights
12. Negotiate with TSA to screen DEN bound passenger at FNL's security screening check point. Allows passenger expedited drop off within DEN sterile gate areas from buses.
13. Update and standardize T-Hangar leases
14. Re-establish Hangar Wait List with transparent process.
15. Terminal Building Solar Array installation project.
16. *Economic Development Study: Development Potential of the West Side with rail*
17. *Economic Development Analysis of alternative development funding mechanisms*

Priority Projects from the Commission Underway or Pending Resources

1. **Strategic Workshop for Commissioners** addressing: Safety, Brand & Financial Autonomy

2. **Implement GA Landing Fees: Applicable to non-based operators.**
 - a. Develop and Issue RFP for “turnkey” operator
 - b. Fees collections targeted to begin in Summer 2025.
3. **Establish Parking Fees** through a parking management company contract: 2025.
 - a. Public parking daily rate: \$2.00 per vehicle: Summer
 - b. Issue and award via RFP for parking management vendor: Summer
4. **Establish Terminal Building Use Fees:** 2025.
 - a. Landline DIA Shuttle Bus Operator
 - b. Charter Flight Operators
5. **Runway Widening Development Project:** 2025 through 2026.
 - a. RFPs “on the streets “with a contract award in May 2025.
 - b. January 2026:
 - i. Recruit and train project oversight staff
 - ii. Program lead coordination with tenants
6. **FAA Control Tower:** Dual Paths: Evaluate Benefits between Remote & Traditional: 2025...
 - a. Conduct FAA Site selection study August through October
 - b. Position FNL uniquely in the funding priority line with FAA Grants
 - c. Continue to monitor FAA’s approval of Remote Tower Certification – Funding
7. **RFI Parcel B Respondents:** Evaluate Submittals, have recommendation for Commission.
 - a. Parcel B Development; Seeking two development scenarios via RFP.
 - i. One large facility with several executive hangars.
 - ii. All executive box hangar’s - ~ 10.
8. **RFI Parcel C Respondents:** Evaluate Submittals, have recommendation for Commission.
 - a. Parcel C Development: Infrastructure costs estimate at \$35M.
 - b. On going discussion with potential tenants
9. **Develop Terminal Use Agreements:** Ground Transportations Vendors.
 - a. Rental Cars
 - b. TNC Operators
 - c. DIA shuttles: Groomes and Land Line
10. **Transition FNL’s Governance Model** to an Airport Authority: 2025 and 2026.
 - a. Develop the IGA 2025 with the Governance Committee
 - b. Create Authority Board Members Criteria
 - a. Outline the Transitional Work Plan: Forecasting Financial and Staffing Impacts
 - b. Assign a Project Manager to lead the transition in 2026:
 - i. Outline airport’s organizational transition to an Airport Authority
 - ii. Staffing
 - iii. Financial forecast identifying the timing to achieve financial self-reliance

11. **FAA Grant Assurance Lease Compliance:** Negotiations.
 - a. Parking lot and Fuel Farm
 - b. Through the Fence – Developing Equitable Rates and Fees between operators
12. **Runway 6/24 temporary closure:** Taxiing operations exclusive during ATCT hours
 - a. Temporary closure – taxiing ops only - extended indefinitely as new terminal created a line of site issue for Air Traffic Controllers. No action planned in 2025.

Project Management of Consultants’ Project Deliverables: Staff oversight.

1. **Develop a Strategic Air Service Plan:** to attract airline services. Develop the RFP.
2. **Develop Social Media Program:** Modernizing our Web & Social Media with a new Brand.
3. **Design Marketing Plan:** Embracing a Brand through regionalism with tourism, hoteliers.
4. **Develop Comprehensive Revenue & Expense Plan:** to achieve financial autonomy from general fund monies.
 - a. Deliver a timely and responsive CIP.... While addressing affordability.
 - b. Leverage lease compliance maximizing revenues and punctuality.
 - c. Develop Revenue Plan – maximizing revenues. Assess properties and values.
5. **Develop Rents, Rates and Fees Program:** which recovers the costs of providing services.
6. **Design Strategic Revenue Plan** growing Aeronautical and Non-Aeronautical uses and developments.
7. **Through The Fence Compliance:** Create equity amongst On and Off airport activities.
 - a. Develop a “strategic project plan” with proactive and sustained communications drawing in impacted “off airport” stakeholders.
 - b. In Partnership with FAA, define the problem and required outcomes:
 - i. Economic advantage to off airport operators
 - ii. Requires financial adjustments
 - iii. Requires Capital Improvements – operators to share in costs

Staff should mirror the operational complexity of our Commercial Service Airport

The current staff coverage span is Monday through Friday 6 am to 4:30 pm. Our busiest periods of operations are unstaffed. Staff’s presence should be expanded to include Weekends, Holidays and Evenings, mirroring the ATCT staffing hours.

FNL’s after hour response to events hampers flight ops until the “On call” staffer arrives (~45 mins) to address issues and allow airborne inventory to begin landing once again.

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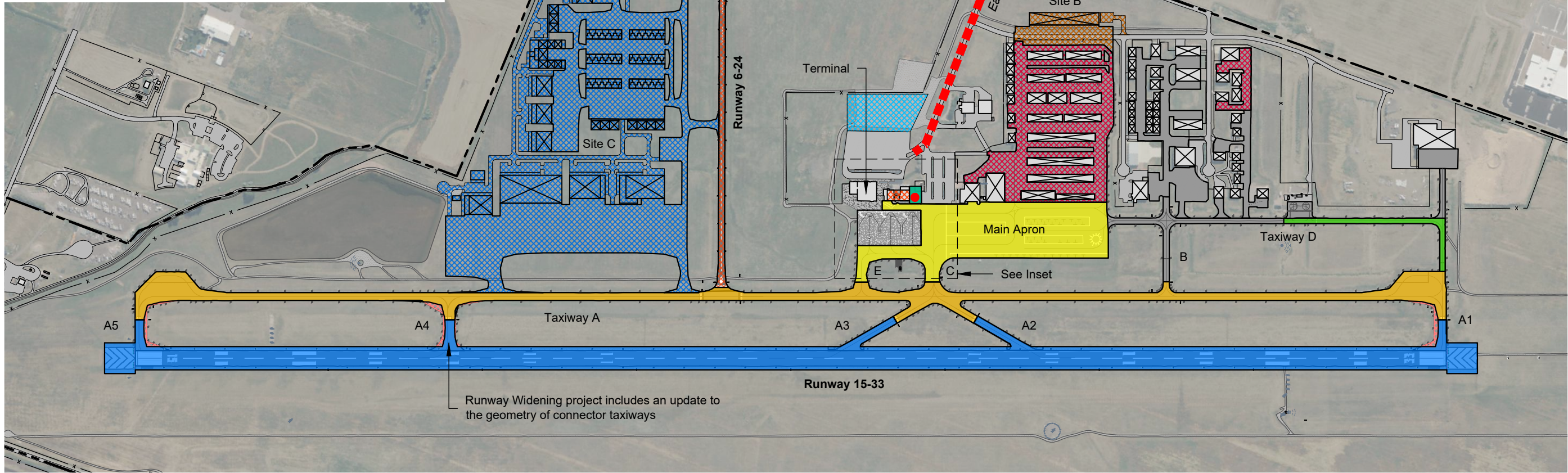
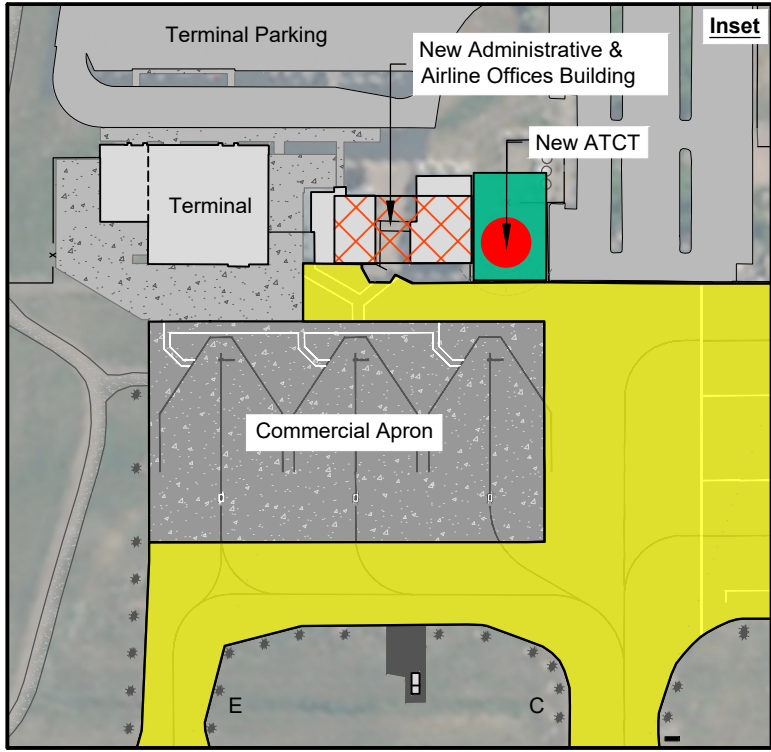
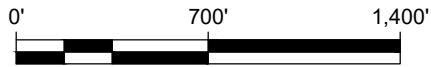
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Attachment 2



NORTHERN COLORADO
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Northern Colorado Regional Airport
Capital Improvement Program (CIP)
2026 - 2030

Federal & State Funding

- 2025-1:** Runway 15-33 Widening - Construction - \$6,392,899 (F, F-Disc, F-BIL-24/25, S, L)
- 2026-1:** Runway 15-33 Widening - Construction - \$9,707,101 (F, F-Disc, F-BIL-26, S, L)
- 2026-2:** New ATCT - Environmental - \$350,000 (F-FCT)
- 2027-1:** New ATCT - Design - \$2,000,000 (F-FCT)
- 2027-2:** GA Apron & Taxiways Seal Coat - Design & Construction - \$500,000 (S, L)
- 2028-1:** New ATCT - Construction - \$15,000,000 (F, F-Disc, F-FCT, S, L)
- 2029-1:** ARFF Vehicle Acquisition - \$1,500,000 (F, S, L)
- 2030-1:** Master Plan w/ Updated Noise Contours - \$800,000 (F, S, L)
- 2030-2:** Taxiway A Seal Coat, Lighting & Signage Upgrades - Construction - \$2,440,320 (F, S, L)
- 2030-3:** Complete VSR - Design & Construction - \$500,000 (F, S, L)

- 2030-4:** Taxiway D & A1 Rehabilitation - Construction - \$300,000 (S, L)
- 2026-3:** Acquire Raytheon STARS Radar System - \$650,000 (L)
- 2026-4:** Fire Station/Admin Building Remodel - \$75,000 (L)
- 2027-3:** Landside Wayfinding Signage and Landscaping - \$250,000 (L)
- 2028-2:** Runway 6-24 & Taxiway F Crack Seal & Seal Coat - Design & Construction - \$600,000 (L)
- 2028-3:** Terminal Parking Lot Expansion - Design & Construction - \$2,000,000 (L)
- 2028-4:** New Front Line Parking Lot - Tenant Improvement - \$1,000,000 (Other)
- 2029-2:** Taxiway A Seal Coat, Lighting & Signage Upgrades - Design - \$100,000 (L)
- 2029-3:** T-Hangar Ramp & Stearman Taxilane Rehabilitation - Design & Construction - \$600,000 (L)

Local Funding Only

- 2030-5:** Airport Entrance Road Improvements - Design & Construction - \$1,000,000 (L)

Unfunded Projects

- New Airport Operations Center & ARFF Station - Design & Construction - \$5,000,000
- New Administrative & Airline Offices Building - Design & Construction - \$4,000,000
- Airport Operations Vehicles, Equipment, Landside Roadway Rehabilitations, & Others (See CIP List)

Site Development Projects

- Site B General Aviation Hangar Development
- Site C General Aviation Hangar Development



Legend:

- Existing Facilities
- Future Development
- Existing Property Line

Notes:

- NS: Not Shown
- Funding Types:
 - F: Federal (AIP)
 - F-Disc: AIP Discretionary
 - F-BIL: Bipartisan Infrastructure Law
 - F-FCT: FAA Contract Tower (FCT) Competitive Grant Program
 - S: State
 - L: Local

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Not For Construction
D R A F T

Scale based on a 11"x17" sheet.



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Attachment 3



NORTHERN COLORADO REGIONAL AIRPORT

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Creating an Action Plan for Realizing the Vision for Northern Colorado Regional Airport

Vision:

Become a premier corporate, general aviation and commercial service airport to help drive the Northern Colorado Economy and better serve our collective communities.

Current Status:

The airport has received several grants that support an improved infrastructure to serve air traffic. Parallel to this, the immediate region has witnessed tremendous population and economic growth, and DEN the nearest commercial airport is at capacity. Nationally, regions with similar market conditions to Northern Colorado have seen significant growth in secondary or mid-size airports, such as Colorado Springs.

Issue Statement:

FNL is presented with a rare opportunity to capitalize on the current environment, recent infrastructure investments, and the evolving needs of the community. This moment offers a limited window to transform into the airport the community both wants and needs, by expanding commercial services while simultaneously supporting and growing existing corporate and general aviation operations. To seize upon these time sensitive opportunities, it is critical that we adopt a disciplined approach, prioritize initiatives, and develop a comprehensive strategic work plan. Failing to do so will likely result in a reactive approach to a vision, potentially causing us to miss out on key opportunities to generate consistent, forward-looking progress in support of our desired outcomes.

Given the many competing priorities, a thorough analysis at the outset is essential to align strategies and establish a clear, sequential course of action. Short-term initiatives must be ladder up and support long-term objectives, ensuring that every step taken contributes to sustained growth and success. Taking proactive action now proactively establishes our desired trajectory for FNL.

Forward Vector:

Organize a planning summit in the spring, bringing together the Airport Commission and key community leaders, facilitated by aviation experts and staff. The goal will be to collaboratively develop, prioritize, and commit to an actionable plan that will serve as the foundation for realizing FNL vision of tomorrow.

The decision tree will focus on three test points:

1. Enhance Safety
2. Improve FNL Experience
3. Drive Revenues and Affordability

Action Plan for Realizing the Vision for Northern Colorado Airport

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Decision tree will focus on three test points:

- Enhance Safety
- Improve FNL Experience
- Drive Revenues

Chart Forward: Convene aviation experts, community leaders, stakeholders and staff to engage in planning session for the future.



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NORTHERN COLORADO REGIONAL AIRPORT COMMISSION

4900 EARHART ROAD • LOVELAND, CO 80538

SPECIAL MEETING AGENDA

MONDAY, JUNE 16, 2025

3:00PM – 5:00PM

ALL MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND THIS MEETING IN-PERSON AT:

4867 VENTURE DR, JOHNSTOWN CO 80534 – BOARD ROOM

OR OBSERVE VIRTUALLY USING THE INFORMATION BELOW:

Join Zoom meeting:

<https://us06web.zoom.us/j/81745121465?pwd=5ppt3wqwwanti9jljsxjapkmwnncin.1>

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>

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

10 MINUTES

CONSENT AGENDA

- | | | |
|---|---------|--|
| 1. MAY 15, 2025, REGULAR MEETING MINUTES | PAGE 3 | |
| 2. LEASE EXTENSION REQUEST – 5299 BEECHCRAFT | PAGE 10 | |
| 3. CDOT AERONAUTICS DISCRETIONARY AVIATION GRANT RESOLUTION | PAGE 11 | |

APPROVAL OF CONSENT AGENDA

PULLED CONSENT AGENDA ITEMS

- | | | |
|--|---------|------------|
| 4. AIRPORT DIRECTOR'S REPORT | PAGE 22 | 15 MINUTES |
| A. INFORMATIONAL ITEMS | | |
| B. STAFF FOLLOW-UP TO COMMISSION REQUESTS FOR ADDITIONAL INFORMATION | | |
| • RUNWAY 6/24 OVERVIEW | | |
| • AIR TRAFFIC CONTROL TOWER OVERVIEW/UPDATE | | |
| ○ TEMPORARY AIR TRAFFIC CONTROL TOWER | | |
| ○ PERMANENT AIR TRAFFIC CONTROL TOWER | | |

REGULAR AGENDA

- | | | |
|---|---------|------------|
| 5. QUARTERLY AIRPORT FINANCIAL UPDATE | PAGE 75 | 5 MINUTES |
| INFORMATIONAL | | |
| PRESENTER: MOLLY ELDER, DEPUTY CHIEF FINANCIAL OFFICER | | |
| 6. RUNWAY 15-33 WIDENING CONSTRUCTION MANAGEMENT CONTRACT | PAGE 77 | 10 MINUTES |
| AWARD | | |
| ACTION | | |
| PRESENTER: DYLAN SWANSON, OPERATIONS MANAGER | | |

AIRPORT DIRECTOR'S REPORT

Northern Colorado Regional Airport: Staff's Work Plan for 2025 – 2026

Our Vision for FNL

Become a premier corporate, general aviation, commercial service airport to help drive Northern Colorado's economy and to better serve our partner communities' regional transportation needs.

Staff's Strategic Actions in Support of the Airport Vision:

1. Enhance Airport Safety and Security for all users
2. Establish Financial Autonomy from general fund subsidies
3. Establish a Cost Recovery financial model
4. Develop and Operate FNL complimentary to attract scheduled airline service in 2027
5. Modernize FNL's Brand while leveraging and enhancing regional partnerships



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Attachment 2

Airport Commission's Calendar and the Airport Staff's Work Plan Elements

June 2025

- **Commission:** Budgets: Overview of 2025 (shortfalls) and proposed 2026 budget – Action
- **Commission:** Capital Improvement Plan 2026 – 2030. Action
- **Commission:** Airport Security Badging Parameters and Fees modernized – Action
- **Commission:** Runway 6/24 designation and on-going expense presentation - Informational
- **Commission:** FNL's temporary Air Traffic Control tower presentation - Informational
- **Staff:** Landing fees for non-based aircraft implemented.

July 2025

- **Commission:** Presentation from CAO on Ethics and Conflicts of Interest - Informational
- **Commission:** Parcels B & C Developments. Preferred alternatives presentation – Action
- **Commission:** City of Loveland's Annual Audit findings presentation
- **Commission:** Air Traffic Control Tower Update: CDOT Aeronautics and Raytheon Team –Informational
- **Staff:** Annual FAA Certification for ARFF" Live burn and Table-Top Exercise
- **Staff:** Re-badging of FNL's population, ~900 badges.
- **Staff:** Annex the remaining airport parcel into the City of Loveland boundaries
- **Staff:** Selection of professional forensic engineering services.

August 2025

- **Commission:** Presentation / Workshop: Air Service Development - Informational
- **Commission:** Air Traffic Control Tower Preferred "Permanent" Alternative - Action
- **Staff:** Airport Full Scale Exercise – Mass Casualty Event
- **Staff:** Recruitments conclude: Ops Tech, Admin Assist and Project Manager
- **Staff:** Budget supplemental approved, consultants' solicitation via RFPs begins
- **Staff:** Manage the FAA Safety Risk Assessment Workshop for FNL Construction
- **Staff:** Issue RFP for Forensic Engineer analysis for city hangars

September 2025

- **Commission:** *No agenda item currently*
- **Staff:** Develop and issue RFP for Air Service Development Consultant
- **Staff:** Deliver ATCT Restroom Facilities – Infrastructure modifications:
- **Staff:** Economic Development Study: West Side Development Potential with rail
- **Staff:** Economic Development Analysis of development funding mechanisms
- **Staff:** Airshow 2025 delivered

October 2025

- **Commission:** *No agenda item currently*
- Staff: Manage the FAA Safety Risk Assessment Workshop for FNL construction and ATCT
- Staff: Runway 6/24 designation change to taxiway in coordination with FAA ADO
- Staff: Conduct FAA ATCT Site selection and validate existing Solar glare analysis
- Staff: Parking Consultant 'draft report' to staff
- Staff: Consultant interviews: November/December

November 2025

- **Commission:** Parking consultant recommendation presentation – Action
- **Commission:** Professional Services multiple Contract Awards - Action
 - Financial and Market Analyses
 - Airport Use Agreements
 - Air Services Development
 - Brand and Marketing Plan for recruitment of Airlines
 - Equitable User Fees

Airport Staff's Work Plan for Calendar Year 2026

- Staff: T-Hangar leases: Update and standardize
- Staff: Re-establish Hangar Wait List with transparent process
- Staff: Recruitment of Airfield Construction Coordinator – FAA covers costs
- Staff: Air Service Development Coordination with Consultants and on site Airline meetings
- Staff: RFP for Consultant to lead Governance Transition Plan
- Staff: Rewrite TSA's ASP: Airport Security Plan
- Staff: Rewrite FAA /FNL Part 139 Airport Certification Manual - permits airline flights
- Staff: New CPI Adjustments to applicable leases.
- Staff: Airfield Construction begins in March: Primary Runway Widening – through November
- Staff: Selection of Professional services: Governance Transition Plan Development.
- Staff: Airport Budget overview of the proposed 2027 budget – Action
- Staff: Capital Improvement Plan 2027 through 2031 – Action

Governance Structure Implementation: New Airport Authority Board

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NORTHERN COLORADO
REGIONAL AIRPORT

Jointly owned
and operated by



Airport Commission

Governance Update

August 21, 2025



LV/FC co-owners since 1963. Joint venture with 50/50 ownership and responsibility.

- 13 Intergovernmental Agreements (IGAs) enacted between 1981 and 2016.

Major Governance related actions:

- 1986 – City of Loveland annexes the Airport and conducts feasibility study into acquiring Fort Collins' interest in the Airport. Concludes Loveland should not assume full responsibility for the Airport.
- 1990 –Work session for the purpose of discussing governance of the Airport.
- 1990 – IGA adopted for the Joint Operation of the Fort Collins-Loveland Municipal Airport.
- 1994 – IGA affirming original agreement. Also adds Airport Steering Committee.
- 2015 – IGA establishing the Northern Colorado Regional Airport Commission.
- 2023 – Each City appoints 2 members to participate on a Governance Committee.

2023 effort to identify and evaluate alternatives to Airport Governance.

Worked with special legal counsel, Dan Reimer, an expert in airport matters.

Following release of summary memo on alternatives and trade-offs, Cities created Joint Governance Committee.

Committee charged with meeting to discuss and refine alternatives and, if practicable, provide recommendations about Airport governance.

IGA: Current - Amended and Restated in 2015

- Cities agreed to continue to jointly own and operate the Northern Colorado Regional Airport
- Created the Northern Colorado Regional Airport Commission (“Commission”)
- Delegated certain authority to the Commission with the goal of easing administration
- Amended in 2016 to further expand Commission authority
- Amended in 2019 to stagger citizen Commissioner terms

Current Commission Authority *(cannot legally give Commission more authority than it currently has)*

- Enter into Airport agreements (leases, service/construction contracts)
- Adopt/revise Airport rules and regulations, including Minimum Standards
- Develop budgets, reserve policies, propose capital projects
- Establish Airport service levels, rates, charges and fees
- Develop Airport operating plan, including security and emergency plans
- Sign grant agreements, with certain limitations
- Provide recommendations to the Cities regarding Airport policy issues

Necessary Approval	Status Quo	Authority
Daily Operation	D	D
Budget	AC, CC	AA
Leases	D, AC, CC	D, AA
Capital Procurement	D, P, CM, AC, CC	D, AA
Land Acquisition & Disposal (including utility Easements)	AC, CC	CC
IGA and Grant Agreements	AC, CM, CC	AA
D = Airport Director AC = Airport Commission CM = City Mangers CC = City Council P = Purchasing Body AA = Airport Authority	5 entities	3 entities

Create an Authority

2025

Creation & Negotiations

- Resolution/Ordinance by both Councils expressing support to pursue an Authority.
- Continued financial analysis to determine Authority needs short to midterm.
- Begin creation of an IGA that would outline responsibilities, obligations, timelines for financial support, and Board member eligibility and selection process.

2026 (TBD)

Approvals, Transfers, Board Selection

- Review and approval of key documents.
- Creation of Authority draft bylaws, including conflict of interest standards.

Resolutions adopted by both Councils expressing support to pursue an Authority.

Transitional IGA Development:

- Level of cooperation and ongoing financial responsibility
- Assignment of Airport assets and liabilities
- Co-sponsorship for FAA grants
- Board eligibility and selection process



Current – *Anticipate financial support needed through 2028*

- City of Loveland providing bulk of support services at greatly reduced cost (full cost ~\$300-400k)
- City of Fort Collins providing property insurance coverage (\$60k)
- Cities (both) 10-year capital contributions (\$4M 2014-2023)
- Airport currently operates with balanced operating budget, limited ability to increase reimbursement of City services in near term

Future

- Need to evaluate options with goal of airport financial self-sufficiency.
- *As is, Airport will need financial assistance by 2027

Transitional IGA Creation

- Currently underway with goal of adoption by end of 2025

Key Elements-2025

- Financial sharing and responsibilities
- “Clean-up” of insurance protocols
- Ensure Runway and Tower improvements able to continue
- Sunset Commission/Shift decision-making to City Managers (TBD)

Key Elements-2026

- Create Authority criteria, conflict of interest standards, and selection process
- Secure permanent tower
- Paid parking feasibility
- Initiate dialog with airlines

