CITY OF LONGMONT | Vance Brand Airport Advisory Board

AGENDA
AIRPORT ADVISORY BOARD
VIRTUAL MEETING
Thursday – January 13, 2022, 6:00 P.M.
Regular Meeting

Anyone wishing to provide Public Comment must watch the Livestream of the meeting and call-in only when the Chair opens the meeting for public comment under Items 6 and 10 of the agenda. Callers are not able to access the meeting at any other time.

INSTRUCTIONS FOR CALLING IN TO PROVIDE PUBLIC COMMENT:

The toll-free call-in number is: 888 788 0099.
Watch the livestream (instructions above) and write down the Meeting ID when it is displayed at the beginning of the meeting.
WAIT for the Chair to open public comment and direct callers to call-in.
When the Chair says to call in, dial the toll-free number, enter the Meeting ID, and, when asked for your Participant ID, press #.
Mute the livestream and listen for instructions on the phone.
Callers will hear confirmation they have entered the meeting, will be told how many others are already participating in the meeting (staff and council included), and will be placed in a virtual waiting room until admitted into the meeting.
Once admitted to the meeting, callers will be called upon by the last three (3) digits of their phone number and allowed to unmute to provide their comments.
Comments are limited to three minutes per person and each speaker will be asked to state their name and address for the record prior to proceeding with their comments.
Once done speaking, callers should hang up.

1. Call to Order
2. Introduction of new Airport Advisory Board members
3. Roll Call
4. Election of Officers
5. Select Meeting Date and Time for 2022

6. Select Meeting Notice Posting Locations

7. City Attorney staff introductions and presentation to board on Charter and roles and responsibilities

8. Public Invited to be Heard

9. Approval of the Minutes:

10. Old Business
    i. Financial Update (Standing Item)
    ii. CIP Update (Standing Item)
    iii. Board consideration of Roberts Rules of Order

11. New Business
    i. Airport Manager hiring update – Joni Marsh, Assistant City Manager
    ii. Updates from Interim Airport Manager Jeff Kohlman

12. Final Public Invited to be Heard

13. Board, City Council Representative and/or Staff Comments

14. Adjourn

*Notice: In the event the Airport Advisory Board does not reach a quorum of 4 board members, the board is required to adjourn.

Org Name	Org	Object	Description	2022 Original Budget	2022 Revised Budget	2022 Actual	2022Encumbrances/Requisitions	2022 Available	2022 Percent	Comments
Airport	49151540	50100	Airport Salaries	152,980.00	152,980.00	-	-	152,980.00	0.00%	
Airport	49151540	50200	Airport Temp	-	-	-	-	-	0.00%	
Airport	49151540	50400	One Time Payment	-	-	-	-	-	0.00%	
Airport	49151540	50500	Airport OT	1,300.00	1,300.00	-	-	1,300.00	0.00%	
Airport	49151540	50700	Leave Expense	-	-	-	-	-	0.00%	
Airport	49151540	51005	RHS Plan	800.00	800.00	-	-	800.00	0.00%	
Airport	49151540	51020	FICA	-	-	-	-	-	0.00%	
Airport	49151540	51030	Medicare Contribution	2,182.00	2,182.00	-	-	2,182.00	0.00%	
Airport	49151540	51050	MOPC	7,525.00	7,525.00	-	-	7,525.00	0.00%	
Airport	49151540	51060	Employee Insurance	24,079.00	24,079.00	-	-	24,079.00	0.00%	
Airport	49151540	51070	GERP Retirement	13,544.00	13,544.00	-	-	13,544.00	0.00%	
Airport	49151540	51090	Compensation Insurance	41.00	41.00	-	-	41.00	0.00%	
Airport	49151540	51100	Unemployment Insurance	50.00	50.00	-	-	50.00	0.00%	
Airport	49151540	51300	Dental Insurance	-	-	-	-	-	0.00%	
Airport	49151540	61005	Staff Training and Conference	6,100.00	6,100.00	-	-	6,100.00	0.00%	
Airport	49151540	61020	Food Allowance	500.00	500.00	-	-	500.00	0.00%	
Airport	49151540	61050	Supplies	10,164.00	10,164.00	-	-	10,164.00	0.00%	
Airport	49151540	61100	Audiovisual Materials	-	-	-	-	-	0.00%	
Airport	49151540	61120	Dues and Subscriptions	2,815.00	2,815.00	-	-	2,815.00	0.00%	
Airport	49151540	61130	NonCapital Equip and Furniture	6,200.00	6,200.00	-	-	6,200.00	0.00%	
Airport	49151540	61240	Repair and Maintenance	100,000.00	85,000.00	-	-	85,000.00	0.00%	*pending transfer to Parks Res Management account*
Airport	49151540	62020	Mileage Allowance	150.00	150.00	-	-	150.00	0.00%	
Airport	49151540	62030	Liability Insurance	12,435.00	12,435.00	-	-	12,435.00	0.00%	
Airport	49151540	62060	Prof and Contracted Services	68,750.00	68,750.00	-	5,300.00	63,450.00	7.71%	
Airport	49151540	62080	Ads and Legal Notices	500.00	500.00	-	-	500.00	0.00%	
Airport	49151540	62140	Utilities	15,000.00	15,000.00	-	-	15,000.00	0.00%	
Airport	49151540	62150	Telephone Charges	740.00	740.00	-	-	740.00	0.00%	
Airport	49151540	62170	Postage	100.00	100.00	-	-	100.00	0.00%	
Airport	49151540	62180	Printing Copying and Binding	200.00	200.00	-	-	200.00	0.00%	
Airport	49151540	62210	Other Services and Charges	-	-	-	-	-	0.00%	
Airport	49151540	62220	Administrative Mgmt Services	77,744.00	77,744.00	-	-	77,744.00	0.00%	
Airport	49151540	62240	Fleet Lease Operating and Mtc	30,066.00	30,066.00	-	-	30,066.00	0.00%	
Airport	49151540	62250	Fleet Lease Replacement	748.00	748.00	-	-	748.00	0.00%	
Airport	49151540	63400	Pcard Clearing	-	-	-	-	-	0.00%	
Airport	49151540	80400	Transfers to Other Funds	272.00	272.00	-	-	272.00	0.00%	
Airport	49151540	82000	Depreciation	-	-	-	-	-	0.00%	
Airport	49151540	90040	Vehicles	42,100.00	42,100.00	-	-	42,100.00	0.00%	
Airport	49151540	90050	Machinery and Equipment	-	-	-	-	-	0.00%	
Airport	49151540	90060	Planning and Design	-	-	-	-	-	0.00%	
Airport	49151540	90070	Building and Facilty Develpmnt	-	-	-	-	-	0.00%	
Airport Expo	49151541	61050	Supplies	-	-	-	-	-	0.00%	
Airport Expo	49151541	62060	Prof and Contracted Services	-	-	-	-	-	0.00%	
Airport Expo	49151541	62080	Ads and Legal Notices	-	-	-	-	-	0.00%	
Airport Expo	49151541	62180	Printing Copying and Binding	-	-	-	-	-	0.00%	
Parks Res Management	49707425	62060	Prof and Contracted Services	-	15,000.00	-	-	15,000.00	0.00%	*pending transfer from repair and maintenance*
				577,085.00	**577,085.00**	**-**	**5,300.00**	**571,785.00**		
City Managers CIP Projects	49151590	80700	Art in Public Places Transfer	-	-	-	-	-	0.00%	
City Managers CIP Projects	49151590	90060	Planning and Design	-	-	-	-	-	0.00%	
City Managers CIP Projects	49151590	90070	Building and Facilty Develpmnt	60,000.00	60,000.00	-	-	60,000.00	0.00%	*carrying over encumbrances and remaining balance in TRP012 ($729,870)*
				60,000.00	**60,000.00**	**-**	**-**	**60,000.00**		