MINUTES
Airport Advisory Board
September 8, 2022

CITY COUNCIL CHAMBERS

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1. CALL TO ORDER

The September 8, 2022, Airport Advisory Board meeting was called to order by Chairperson Harrison Earl at 6:00 p.m. in the City Council Chambers.

2. ROLL CALL

Stephanie Nguyen, Recording Secretary, called roll. Those present were Chairperson Earl and Board Members Steve Bliss, Malcolm Dean, Melinda Jordan, Tallis Salamatian, and City Council Member Marcia Martin. Board Member Russell Robison arrived at 6:05 p.m.

City Staff present were Phil Greenwald, Transportation Planning Manager; Levi Brown, Airport Manager; and Stephanie Nguyen, Recording Secretary.

3. PUBLIC INVITED TO BE HEARD

Chairman Earl opened the Public Invited to be Heard.

Keith Griffith, 7066 Johnson Circle, spoke regarding the future of the airport and suggested the idea of adding pocket parks around the airport perimeter as a possible improvement project.

Seeing no one else wishing to speak with the board, Chairman Earl closed Public Invited to be Heard.

4. APPROVAL OF MINUTES

i. February 10, 2022 – Minutes

BOARD MEMBER JORDON MOVED, SECONDED BY DEAN, TO APPROVE THE FEBRUARY 10, 2022, MINUTES AS PRESENTED.

MOTION CARRIED: 6-0

ii. July 14, 2022 – Minutes

BOARD MEMBER JORDAN MOVED, SECONDED BY DEAN, TO APPROVE THE JULY 14, 2022, MINUTES AS PRESENTED.

MOTION CARRIED: 6-0

5. UPDATES FROM AIRPORT MANAGER

Levi Brown, Airport Manager, provided an update regarding current projects at the Airport:

- Rates and Charges Updates – Waiting on information required to add this to the next agenda
- South Side Sewer Project - Slated for work late October to December
- Airport Striping – Stage one should begin soon based on contractor's schedule
- Airport Mowing – Completed via L&M Enterprises (temporary contract)
- Federal Aviation Administration (FAA) Inspections - Will be conducted week of September
- FAA Capital Improvement Project (CIP) Planning Kickoff - Starts this month through October; working with engineers to discuss potential projects

6. INFORMATION ITEMS

i. LEASE TERMS UPDATE

Levi stated that, going forward, all new leases will be 30 years with a renewal option of another 20 years, not to exceed a maximum of 50 years. After the 50-year mark, a new lease will be negotiated.

ii. PRESENTATIONS TO INCLUDE FOR AAB DISCUSSIONS

Levi Brown and Chairman Earl discussed suggestions for presentations in future meetings, including airport finance, public funding sources, use agreements/relationships, public/private partnerships, private funding, financial structures and flows/financial sheets, Federal Aviation Administration (FAA) targets for funding, transportation electrification, FAA NextGen, changes in air mobility, next generation airport infrastructure, multimodal transportation systems, unmanned air vehicles, benchmarking into other airports.

Board members added the following potential discussion items: air show dates, energy storage, runway extension, development of a new fixed base operator (FBO), a new restaurant, and more hangers, etc. The board further discussed prioritizing topics in order of importance.

Council member Martin gave information regarding a draft resolution addressing airport sustainability that could potentially provide grant money to fund electrification efforts and offered to share the information with interested board members.

7. ACTION ITEMS

i. SELECT BOARD MEMBER FOR RFP FOR ENGINEER

Vice Chair Jordan asked for volunteers from the board to assist with the Request for Proposal (RFP) process for hiring a new engineering firm as the current contract ends in December.

Board member Salamatian volunteered. Levi Brown, Airport Manager, described the details and duties of the position.

VICE CHAIR JORDON MOVED, SECONDED BY ROBISON, TO MAKE BOARD MEMBER SALAMATIAN AN AIRPORT ADVISORY BOARD (AAB) REPRESENTATIVE FOR THE REQUEST FOR PROPOSAL (RFP) PROCESS FOR AN ENGINEERING FIRM.

MOTION CARRIED: 6-0

ii. SELECT BOARD MEMBER FOR RFP FOR SOUTH SIDE DEVELOPMENT

Vice Chair Jordan asked for volunteers from the board to engage in the Request for Proposal (RFP) process specifically for the Southside Development project. Levi Brown, Airport Manager, gave more information regarding the nature of the position. Board member Dean volunteered for the position.

VICE CHAIR JORDON MOVED, SECONDED BY SALAMATIAN, TO APPOINT BOARD MEMBER DEAN AS THE AIRPORT ADVISORY BOARD (AAB) REPRESENTATIVE FOR THE RFP FOR THE SOUTH SIDE DEVELOPMENT PROCESS.

MOTION CARRIED: 6-0

8. FINAL CALL – PUBLIC INVITED TO BE HEARD

Chairman Earl opened the final Public Invited to be Heard.

Dave Kopf, 229 Airport Road, Unit 33, spoke regarding the lease term update from the July 14, 2022, meeting. He stated that his information from the Federal Aviation Administration/Aircraft Owner and Pilots Association (FAA/AOPA) indicated that a 30-year lease with a 30-year renewal option was not a grant assurance violation. Mr. Kopf emphasized the importance of the 30 plus 30-year leases and asked that the board reconsider any changes to lease terms going forward. Mr. Kopf also requested a response to a letter of concern sent to the airport a few weeks prior to this meeting. Phil Greenwald, Transportation Planning Manager, responded that a response letter had been sent via USPS.

Mark Arnold, 8243 Cattail Drive, spoke to the list of Airport Advisory Board (AAB) discussion items and asked to add the following: photovoltaic (PV) utility cell solar power generation units for the airport infield as utilized by other domestic and international airports; and unleaded aviation fuel farm capability options.

Seeing no one else wishing to speak with the board, Chairman Earl closed Public Invited to be Heard.

9. BOARD, CITY COUNCIL REPRESENTATIVE AND/OR STAFF COMMENTS

Vice Chair Jordan noted that the air show still needs a solid date and suggested that a leadership group and volunteer recruitment happen as soon as possible.

Chairman Earl stated that his would go on next month's agenda.

Vice Chair Jordan also mentioned that there will be board member seats open this year and invited meeting attendees to apply.

Board Member Robison gave an update regarding pending air boss certification and the opportunity to link that with next year's air show. Board Members Robison and Jordan had a conversation regarding Department of Defense (DOD) requirements and deadlines and possible air show participants.

Chairman Earl stated that he would be interested to discuss the additional Airport Advisory Board (AAB)topics brought up by Mr. Arnold during Public Invited to be Heard, and that he would be interested in discussing the draft resolution that Council Member Martin addressed.

Council Member Martin noted that there is currently no way for board members to add agenda items for the next meeting, a feature of City Council meetings, and suggested that a section be added to the Airport Advisory Board (AAB) agenda allowing for this activity. She also discussed the feasibility of the addition of photovoltaic (PV) cells on the infield based on the city's constraints due to its contract with Platte River Power Authority (PRPA), suggesting the possibility of adding solar units to hangers as allowed by state law and Longmont's contract with PRPA. Martin offered to meet with 1 – 2 delegates from the AAB to further discuss this topic.

Board member Robison asked Airport Manager, Levi Brown, about the Fixed Base Operator (FBO) contract end date and its exclusivity. Phil Greenwald, Transportation Planning Manager, stated that they would provide an exact end date on the FBO lease terms. Levi Brown, Airport Manager, stated that they are not allowed to build another FBO per grant assurance guidelines.

10. Adjournment

Meeting was adjourned at 6:57 p.m.

Respectfully submitted,

Chairperson
Airport Advisory Board

SN/09/08/2022