MINUTES
Airport Advisory Board
November 9, 2023
CITY COUNCIL CHAMBERS

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1. CALL TO ORDER

The November 9, 2023, Airport Advisory Board meeting was called to order by the Chairperson Earl at 6:00 p.m. in the City Council Chambers.

2. ROLL CALL

Kayla Picciau, Recording Secretary, called roll. Those present were Chairperson Harrison Earl, Vice Chairperson Malcolm Dean, and Board Members Tallis Salamatian, Steve Shook, and Reiner Gotz.

City Council Member Marcia Martin was absent.

Staff present were Levi Brown, Airport Manager, and Kayla Picciau, Recording Secretary.

3. PUBLIC INVITED TO BE HEARD

Chairperson Earl opened the Public Invited to be Heard.

Melinda Jordan; 1110 Twin Peaks Cir; Longmont; gave an update on the airshow. She stated the Innovation Center of St Vrain Valley School District is working on bringing in an RV 12 that the kids have been building and is going to send 8 to 10 people and some mentors that will be manning their booth. She also stated the Wings over the Rockies has been booked. She stated an interest in creating an education/kid's zone at the maintenance hangar space. She stated she is tracking open items with volunteers and will be meeting 1:1 virtually, in person meetings will return in January. She also stated ALPA looking for a liaison to the Boulder airport.

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

4. APPROVAL OF MINUTES

i. August 10, 2023 – Minutes

ii. September 14, 2023 – Minutes

Page 3; Line 5,6,9; Navigation should be avigation easement.

Page 1; Line 11; Chairperson Harrison Earl was absent.

BOARD MEMBER TALLIS SALAMATIAN MOVED, SECONDED BY VICE CHAIRPERSON DEAN, TO APPROVE THE AUGUST 10, 2023, AND THE SEPTEMBER 14, 2023, MINUTES AS AMENDED.

MOTION CARRIED: 5-0.

5. UPDATES FROM AIRPORT MANAGER

Levi Brown, Airport Manager, provided an update on the following items

I. **Airport Maintenance**

Levi stated that the improvements to the airport perimeter is completed, except for one patch kind of on the northwest side that was determined to be the city responsibility.

Levi stated he is working with city engineer on drainage issues. He stated he will be meeting with them again to talk about what their potential requirements for the south side of the airport.

Levi stated the CIP meetings with the FFA took place, for 2024 our big projects are going to be a pavement rehab and as part of that is going to be a good look at the drainage on the ramp there that goes to towards the east side of the airport and some issues with slow drainage and the completion of the wildlife project. He also stated there was a little bit of pressure from the FAA for the airport to start focusing on doing some additional planning and preparing to do a master plan. He also stated the city and the FAA spoke about some potential planning issues specifically with the developments on the East End of the airport.

Levi gave a summary of the Metro Airport Community meeting in the town of Superior. He stated that the Colorado Attorney General was there as well as a couple of local representatives, they listen to complaints and concerns over lead and noise.

Levi stated the airport purchased a 2014 truck with a plow from the DIA sale for $4,000.

Levi responded to Board Member Salamatian question stating the cause of the drainage issue is because there is a dip in the middle of ramp and it drains down the middle, when we have super heavy rains on the east side of the ramp it tends to not drain quickly enough. The city's engineers have taken a preliminary look, they plan to return with their instruments to check the grading.

Board Member Salamatian asked for an update on the tax assessments.

Levi responded that he has heard mixed results on the tax assessments.

Board Member Shook stated from personal experience he has appealed twice. He stated there is no rhyme or reason to the tax assessments that are being given. He stated the next steps are to go to the State board of Equalization.

Levi responded to Board Member Salamatian stating Harrold, city manager, met with Boulder County to discuss the tax assessments and nothing came of the meeting.

Levi responded to Board Member Gotz about an update on the avigation easement. Levi stated it is currently being worked on by the planning department.

Levi responded to Vice Chair Deans question about the prairie dog issue. He stated that the treatment worked well, Levi stated he has been flagging active holes for the city crew to treat.

Chairperson Earl asked Levi for clarification on a timeline for the Master Plan.

Board Member Salamatian asked what the process looks like for the creation of a master plan.

Levi responded that it is planned for 2025. He also explained it starts with a picking a planning company, develop a proposal for planning, and allocating grant money. He also stated we are on year 11 of a 10 year Master Plan. He stated a lot of the work will fall on the airport manager.

Chairperson Earl suggested taking into considerations of the FAA's runway length justification processes.

Board Member Shook requested an update on the FBO.

Levi stated he has a minimal update; new lease has been signed and returned for comments.

6. INFORMATION ITEMS

I. Lease Review

Levi suggested making a minor language change in lease moving forward; current lease states, leases will have CPI increase on them on the anniversary of the lease, his suggested changed is CPI will increase on the first of the year. He stated the recommendation from our advisors was to do one CPI once a year to make all of this accounting easier.

7. ACTION ITEMS

I. Avigation Easement

Levi responded to Board Member Shook question stating there are other avigation easements that have been applied and that the city said they will apply them.

8. FINAL PUBLIC INVITED TO BE HEARD

Chairperson Earl opened the Public Invited to be Heard.

Bob Leyner; 1233 Wagon Wheel, Berthoud; spoke about the city avigation easements. He is worried about the city creating their own without a review from someone with ALPA. He recommends having the ALPA review the easement once it is completed. He also started the avigation easements need to have a point-of-sale disclosure and acknowledge that there is an avigation easement. He also stated there were small discrepancies found in his tax assessment appraisal.

Melinda Jordan; 1110 Twin Peaks Cir; Longmont; asked about what the snow removal plan and about the damaged fence.

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

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

Ideas for future agenda items

Chairperson Earl responded to the public's questions stating there is an airport influence zone.

Levi stated that the fence has been fixed, it was delayed due to parts availability.

Vice Chairperson requested that Levi reach out to RTD for overflow parking for the airshow.

Levi stated that the FFA will need ground layout plan and general air show plan which will include a plan for parking.

10. ADJOURN

The meeting was adjourned at 07:00 p.m.
Respectfully submitted,

Chairperson Harrison Earl

Airport Advisory Board

KP 11/10/2023