CITY OF LONGMONT | Vance Brand Airport Advisory Board

AGENDA
AIRPORT ADVISORY BOARD
CITY COUNCIL CHAMBERS
350 Kimbark St.
February 8, 2024 -- 6:00 PM
Regular Meeting (In Person Only)

1. Call to Order
2. Roll Call
3. Public Invited to be Heard
4. Approval of the
    i. January 2024 Minutes
5. Updates from the Airport Manager
6. Information Items
    i. CAOA Conference update
7. Action Items
    i. Longmont Aviation Day vote
8. Final Public Invited to be Heard
9. Board, City Council Representative, and/or Staff Comments
    i. Ideas for future agenda items
9. Adjourn

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

MINUTES
Airport Advisory Board
January 11, 2024
CITY COUNCIL CHAMBERS

---

1. CALL TO ORDER

The January 11, 2024, Airport Advisory Board meeting was called to order by 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, Board Members Tallis Salamatian, Steve Shook, Melinda Jordan, Dan Meester and City Council Member Marcia Martin.

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

Vice Chairperson Malcom Dean and Board Member Matthew Menza were absent.

3. ELECTION OF OFFICERS

BOARD MEMBER SALAMATIAN MOVED, SECONDED BY BOARD MEMBER BOARD MEMBER JORDAN, TO ELECT HARRISON EARL AS CHAIRPERSON.

5-0

BOARD MEMBER SALAMATIAN MOVED, SECONDED BY BOARD MEMBER BOARD MEMBER SHOOK, TO ELECT MELINDA JORDAN AS VICE CHAIRPERSON.

3-2

4. SELECT MEETING DATE AND TIME FOR 2024

BOARD MEMBER SHOOK MOVED, SECONDED BY BOARD MEMBER BOARD MEMBER MEESTER, TO MEET THE SECOND THURSDAY OF EACH MONTH AT 6 PM.

5-0

5. SELECT OFFICAL POSTING LOCATION FOR BOARD AGENDAS

VICE CHAIRPERSON JORDAN MOVED, SECONDED BY CHAIRPERSON EARL FOR THE OFFICAL POSTING LOCATION OF THE BOARD AGENDA TO BE THE PUBLIC CITY WEBSITE AGENDA PORTAL.

5-0

6. PUBLIC INVITED TO BE HEARD

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

7. APPROVAL OF MINUTES

i. December 14, 2023 – Minutes

CHAIRPERSON EARL MOVED, SECONDED BY BOARD MEMBER BOARD MEMBER MEESTER, TO APPROVE THE DECEMBER 14, 2023, MINUTES AS PRESENTED.

MOTION CARRIED: 5-0.

8. UPDATES FROM AIRPORT MANAGER

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

Levi Brown stated that the new airport truck has been returned from fleet and is working great.

Levi Brown stated that the city's wildlife crew did a mid-winter prairie dog mitigation push to prepare for spring time.

Board Member Jordan stated that there seems to be an issue with rabbits on the airfield.

Levi responded that rabbits and mice have been very bad this year. Levi stated he has had to replace the gate wiring harnesses due to the mice.

Board Member Meester stated that the geese have really been an issue. Levi stated there has only been one complaint regarding geese so far.

Levi stated he will be meeting with the new wildlife representative and he will ask them when they will come out and do their inspections.

Levi provided an update about the Infrastructure Projects. Levi stated he met with the city electric coordinator and the airport engineers to clarify that any and all future development on the southside will be supported as well as future electrification.

Levi stated that the drainage master plan review for the south side of the airport to determine whether there's a major project that we need to do as the city to potentially help that drainage on South end and for future development needs.

Levi stated the next airshow meeting will be held on January 20th at 9 am at the airport.

Levi stated that he is hoping to get the wildlife fence completed this year.

Levi stated that the pavement rehab will potentially be pushed back for cost saving reasons. Levi stated the work would be combined with other paving projects.

Levi responded to Chairperson Earl that there will be no impact on grant money.

Levi stated that a hanger violation has been issued. Levi stated he is hoping to start doing hanger inspections.

Levi responded to Board Member Salamatian question stating he is mostly concerned with safety issues.

Levi stated there is no longer interest in purchasing the FBO.

Levi stated that these is interest to sublease the hanger his office is in for a helicopter school. Levi stated he is currently waiting to hear back.

Levi gave an update on the county tax assessment issue.

Board Member Shook stated it is up to the individual hanger owner to appeal their assessment with the Board of Assessment Appeals.

Board Member Meester stated he has appealed. He stated the assessments assume that the hanger are warehouses.

Vice Chairperson Jordan is requesting a board member to report back to board about the tax assessment issue.

Chairperson Earl encourage the board members to pick a topic to report back to the board about.

9. INFORMATION ITEMS

I. Annual Report

Chairperson Earl gave an overview about the annual report. He is requesting support from two board members. He stated he would volunteer.

Board Member Salamatian volunteered to help with the annual report as well.

II. South Side Development Update

Levi stated the electrical and master drainage are the projects for the south side development. He stated that the electrical is being installed now.

Levi reviewed the steps to get new hangars built. He stated most of the land is not ready for development.

Levi stated that there is a parcel on the north side that is ready for development. He stated he will talk to city management about releasing this parcel for hangar development.

Board Member Salamatian stated he thinks prioritizing amenities is important for the development of the airport.

Levi responded to Board Member Salamatian stating that the city is looking into what kind of amenities they want on the airport.

10. ACTION ITEMS

11. FINAL PUBLIC INVITED TO BE HEARD

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

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

Ideas for future agenda items

Vice Chairperson Jordan gave an update on the airshow. She stated she spoke with park and rec about rental items. She stated everything is moving along well. She stated the board can apply for a fee wavier for the city services.

Vice Chairperson Jordan asked Levi if the board wanted to use the airshow as a fundraising opportunity event.

Vice Chairperson Jordan asked about avigation easements and airport signage for the airport influence zone.

Council Member Martin spoke to avigation easements. She stated the only one is effect is Mountain Brooks.

Levi stated he is working with the city attorney's office to write up an avigation easement.

Council Member Martin asked if it is a charter amendment or statutory.

13. ADJOURN

The meeting was adjourned at 07:09 p.m.
Respectfully submitted,

Chairperson Harrison Earl

Airport Advisory Board

KP 01/13/2024