CITY OF LONGMONT | Vance Brand Airport Advisory Board

AGENDA
AIRPORT ADVISORY BOARD
CITY COUNCIL CHAMBERS
350 Kimbark St.
March 14, 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. February 2024 Minutes
5. Updates from the Airport Manager
6. Information Items
    i. Airshow
    ii. Annual Report
7. Action Items
    i. Action on pending Aviation legislation
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
February 08, 2024
CITY COUNCIL CHAMBERS

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1. CALL TO ORDER

The February 8, 2024, Airport Advisory Board meeting was called to order by Chairperson 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 Melinda Jordan, and Board Members Malcolm Dean, Tallis Salamatian, Steve Shook, Dan Meester, Matthew Menza.

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

City Council Member Marcia Martin arrived at 6:04 pm.

3. PUBLIC INVITED TO BE HEARD

Chairperson Earl opened the Public Invited to be Heard.

Al Manley; 940 Rangeview Ln, Longmont; would like to see improvements to the lease statements, like calculations of square footage with the lease rate, as well as including the Consumer Price Index (CPI) statement on the quarterly/bi-annual statement.

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

4. APPROVAL OF MINUTES

i. January 11, 2024 – Minutes

Pg. 1; Line 16, 19, 23; remove the extra board member.

Pg. 2; Line 32; should state there not these; add hangar beneath Levi's office.

Pg 2; Line 2; remove the extra board member.

BOARD MEMBER SHOOK MOVED, SECONDED BY BOARD MEMBER SALAMATIAN, TO APPROVE THE JANUARY 11, 2023, MINUTES AS AMENDED.

MOTION CARRIED: 7-0.

5. UPDATES FROM AIRPORT MANAGER

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

Levi stated that he is working with an engineering company to complete an evaluation for the master drainage plan.

Levi stated the airport signage is being repaired. Levi stated the work to repair signage will be around $16,000. Levi stated lead time on parts is April.

Levi stated he is looking for conferences to attend. He stated there is a sustainable aviation conference this summer.

Levi stated he is processing the grants for the wildlife fence completion. He stated the work on the wildlife fence should begin this summer.

Levi stated maintenance will be performed on the fire hydrants and gas meters, currently waiting on public works to begin work.

Levi stated that the taxi way removal was completed.

Levi stated there is a Request for Proposal (RFP) out for the mowing contract. Levi stated the mowing map has been improved and updated.

Levi stated all the points of repair will be added to the city's Geographic Information System (GIS) mapping for maintenance and repairs.

Levi stated that there is still interest in subleasing the hangar beneath his office.

Levi stated he is planning on joining the fire department when they perform hangar inspections which are mostly likely to happen this summer.

Levi stated the city will hire a company to inspect and service fire extinguishers for airport tenants.

Levi responded to Board Member Dean's question stating there has been no money spent on snow removal.

Levi stated he is working on reviewing and adjusting what information is stated on the invoices.

Board Member Shook stated that he would like to see the data used for the CPI adjustments.

6. Information Items

i. Colorado Airport Operators Association (CAOA) Conference update

Levi gave an update on the CAOA conference. Levi stated the conference was heavily focused on electrification and aviation. Levi stated there is a newly approved unleaded aviation fuel that has been approved by the Federal Aviation Administration (FAA). Levi also stated that there is new guidance for the use of land on airfields for non-aeronautical use.

Chairperson Earl also gave an update on the CAOA conference. Chairperson Earl stated there is legislation pending for a leaded fuel bill. Chairperson Earl stated there was a presentation on electrification and charging infrastructure.

Chairperson Earl requested to Levi that the engineering company attend the meeting when the board starts the Capital Improvement Project (CIP) planning.

Board Member Salamatian asked if the new aeronautical guidance will affect the airport.

Levi responded there will be no impact on the airport. Levi stated moving forward prior to the airport approving any non-aeronautical businesses the FAA would need to approve it as well.

7. ACTION ITEMS

i. Longmont Aviation Day vote

Chairperson Earl presented the draft of the Longmont Aviation Day proclamation.

VICE CHAIR JORDAN MOVED, SECONDED BY BOARD MEMBER MEESTER, TO APPROVE THE LONGMONT AVIATION DAY RECOMMENDATION TO SEND TO CITY COUNCIL.

MOTION CARRIED: 7-0.

8. FINAL PUBLIC INVITED TO BE HEARD

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

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

i. Ideas for future agenda items

Vice Chairperson Jordan gave a status update form the airshow. Vice Chairperson Jordan stated the next planning meeting will be held Saturday February 24th at 9:00am in Levi's conference room.

Board Member Menza volunteered to participate in the airshow.

Vice Chair Jordan responded to Levi's question stating that the air boss has been identified and has sent in a quote, but it is not official yet.

10. ADJOURN

The meeting was adjourned at 7:00 p.m.
Respectfully submitted,

Chairperson Harrison Earl

Airport Advisory Board

KP 02/15/2024