CITY OF LONGMONT | Vance Brand Airport Advisory Board

AGENDA
AIRPORT ADVISORY BOARD
CITY COUNCIL CHAMBERS
350 Kimbark St.
July 11, 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 June 13, 2024 Minutes**
5. **Updates from the Airport Manager**
6. **Information Items**
7. **Action Items**
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
June 13, 2024
CITY COUNCIL CHAMBERS

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1. CALL TO ORDER

The June 13, 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, Vice Chairperson Melinda Jordan, and Board Members Malcolm Dean, Steve Shook, Dan Meester, Matthew Menza.

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

City Council Member Marcia Martin and Tallis Salamatian were absent.

3. PUBLIC INVITED TO BE HEARD

Chairperson Earl opened the Public Invited to be Heard.

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

4. APPROVAL OF MINUTES

i. May 09, 2024 – Minutes

Pg. 2; line 4; should state city council discussed adding that renters will be required to sign avigation easements.

Pg**.** 1; Line 30; should state 17 household complaints.

BOARD MEMBER VICE CHAIRPERSON JORDAN MOVED, SECONDED BY BOARD MEMBER DEAN, TO APPROVE THE MAY 9, 2024, MINUTES AS AMENDED.

MOTION CARRIED: 6-0.

5. UPDATES FROM AIRPORT MANAGER

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

Levi stated fire inspections officially kicked off at the airport. He stated there was a lot of positive responses from hangar owners.

Levi provided an update on the wildlife fence. He stated that the city's procurement department got a bid package out to the engineers. He stated the engineers, and the Federal Aviation Administration (FAA) are reviewing the bid package and it should be approved soon.

Levi stated he is happy with the mowing contractor.

Levi stated that the first quarter stormwater inspection on the airport was completed.

Levi stated the master drainage survey is ongoing. Levi stated it should be completed this month.

Levi stated he attended the Colorado Airport Operators (CAO) Conference. Levi stated he attend a hanger development presentation.

6. INFORMATION ITEMS

No information items.

7. ACTION ITEMS

I. Annual Report

Chairperson Earl reviewed the annual report and asked the board for feedback/edits.

Levi answered Board Member Meester's question stating that there will never be commercial flights out of the airport. He stated they are trying to improve the face of the airport and get more charter flights.

Board Member Menza recommended having a FAA rep come to a meeting to discuss the future of the airport and improvements.

BOARD MEMBER VICE CHAIRPERSON JORDAN MOVED, SECONDED BY BOARD MEMBER SHOOK, TO APPROVE THE 2024 ANNUAL REPORT AS PRESENTED.

MOTION CARRIED: 6-0.

8. FINAL PUBLIC INVITED TO BE HEARD

Chairperson Earl opened the Public Invited to be Heard.

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

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

Board Member Menza stated that the FAA supports growing the infrastructure for aviation and extending the runway discussion should be a future agenda item.

Levi Brown stated he applied for a discretionary grant that focused on green technology transition.

Levi stated that discussing the kind of businesses they want at the airport would be a good agenda item.

Vice Chairperson Jordan stated the board should focus on how to improve the airport.

Board Member Menza stated he tried to buy the FBO. He stated the lease was not what he expected.

Vice Chairperson Jordan provide an update on the air show. Vice Chairperson Jordan stated they are on the last push for sponsors and donors. She stated they have locked in paid airshow partners. Vice Chairperson Jordan stated the next meeting will be June 15th at 9 am held at Levi's office.

Levi stated he has been in contact with the city's risk department to make sure they have everything they need, and nothing gets missed.

Levi stated the FAA form has been signed and forwarded to his contact at the Regional Airports Division and District Offices (ADOs).

10. ADJOURN

The meeting was adjourned at 6:50 p.m.
Respectfully submitted,

Chairperson Harrison Earl

Airport Advisory Board

KP 06/13/2023