

CITY COUNCIL COMMUNICATION



MEETING DATE: February 9, 2010 **ITEM NUMBER:** 8E
TYPE OF ITEM: Public Hearing (Additional Information) O-2010-08
PRESENTED BY: Dale Rademacher, Director of Public Works & Natural Resources, 303-651-8355
Nick Wolfrum, PWR Engineering Services Manager, 303-651-8307
Tim Barth, Airport Manager, 303-651-8431
Valeria Skitt, City Clerk, 303-651-8650

SUBJECT/AGENDA TITLE: Ordinance Amending Section 2.94.020 of the Longmont Municipal Code Concerning the Composition of the Airport Advisory Board

EXECUTIVE SUMMARY: Should the Council decide to approve this ordinance on second reading, the ordinance will go into effect on February 22, 2010. This means the current alternate position will be eliminated and the current Planning and Zoning representative position will be converted to a Council appointed position, leaving six (6) remaining board members with one (1) board vacancy to be filled.

In regard to appointing a member to the vacant position, the Council has three options it can consider.

1. Council's Rule of Procedure 27A requires that all vacancies be announced through the local news media before appointments are made. Council can follow its Rule of Procedure 27A and require the current Alternate to apply for the vacancy along with whoever else is interested.
2. Council may choose to move the current Alternate, whose position will go away with adoption of this ordinance, directly into the vacant position by suspending its Rule of Procedure 27A and appointing the current Alternate to this position.
3. Council can suspend its Rule of Procedure 27A requiring advertisement of the vacancy and appoint any of the remaining eligible applicants from the year end recruitment process. This eligibility list would also include the current Alternate.

Please keep in mind that none of the options can be implemented until after February 22, 2010, when the ordinance becomes effective. Staff would like direction from Council on how to proceed with this appointment. If Council chooses Option 2 or 3, staff will place the appointment on the February 23, 2010 Council agenda.

COUNCIL OPTIONS: Provide staff direction regarding appointment to the vacancy on the Airport Advisory Board created by conversion of the Planning and Zoning Commission position to a Council appointed position upon adoption of the ordinance. The options are outlined above.

RECOMMENDED OPTIONS:

FISCAL IMPACT & FUND SOURCE FOR RECOMMENDED ACTION: N/A



BACKGROUND AND ISSUE ANALYSIS:

ATTACHMENTS:

Draft Airport Advisory Board Minutes from January 14, 2010
Airport Advisory Board Current Roster

“DRAFT”

**MINUTES
AIRPORT ADVISORY BOARD MEETING
January 14, 2010**

The Airport Advisory Board met Thursday, January 14, 2010, at 6:00 p.m., in the Public Works Maintenance Facility. Members present were: Howard Morgan, Sarah Lipsy, George Anderson, Doedo Schipper, Chris Rodriguez, Tom Lange, and Rebecca Richardson. Councilmember Katie Witt, Tim Barth, Airport Manager and Linda Meade, Recording Secretary were also present.

Chairperson Howard Morgan called the meeting to order at 6:00 p.m. and asked for approval of the September 24, 2009 minutes.

MR. ANDERSON MADE A MOTION TO APPROVE THE SEPTEMBER 24, 2009, MINUTES WITH CORRECTIONS. MR. SCHIPPER SECONDED. THE VOTE WAS UNANIMOUSLY IN FAVOR.

New member Mr. Chris Rodriguez and new Councilmember liaison to the Board Katie Witt introduced themselves. Mr. Nick Wolfrum, Manager of the Engineering Services Division for the City was also introduced.

BOARD ELECTIONS AND NEW MEMBER INTRODUCTIONS

MR. SCHIPPER NOMINATED HOWARD MORGAN FOR CHAIRPERSON, MR. ANDERSON SECONDED THE MOTION. THE VOTE WAS UNANIMOUSLY IN FAVOR.

MR. RODRIGUEZ NOMINATED MR. SCHIPPER FOR VICE CHAIRPERSON, MS. LIPSCY SECONDED THE MOTION. THE VOTE WAS UNANIMOUSLY IN FAVOR.

PUBLIC INVITED TO BE HEARD

Jamie Shroyer, owner of Twin Peaks Aviation, welcomed the new Board members.

OLD BUSINESS

There was none.

AIRPORT ADVISORY BOARD
JANUARY 14, 2010
PAGE TWO

NEW BUSINESS:

MEETING TIME AND DATE

MR. SCHIPPER MADE A MOTION THAT THE AIRPORT ADVISORY BOARD MEETING WILL BE HELD ON THE SECOND THURSDAY OF EVERY MONTH AT 6:00 P.M. MR. RODRIGUEZ SECONDED THE MOTION. THE VOTE WAS UNANIMOUSLY IN FAVOR.

AGENDA PLACEMENT

MR. ANDERSON MADE A MOTION TO CONTINUE TO POST THE MEETING NOTIFICATION AT THE SAME LOCATION AT THE WEST ENTRANCE OF THE CIVIC CENTER AS HAS BEEN POSTED IN THE PAST. MR. LANGE SECONDED THE MOTION. THE VOTE WAS UNANIMOUSLY IN FAVOR.

BOARD COMPOSITION

There was discussion on the staff recommendation to eliminate the P&Z member and alternate member of the Board. Mr. Barth indicated the P&Z member is not really needed since the Longmont Area Comprehensive Plan was updated almost 10 years ago and that if there are specific land use issues, those should be directed to P&Z on a case-by-case basis. As a quorum for the AAB consists of four members per the by-laws, staff felt the alternate position was no longer needed either as this would make the composition of the AAB more in line with other City boards and commissions.

MR. MORGAN MADE A MOTION TO ELIMINATE THE PLANNING AND ZONING MEMBER AND ALTERNATE MEMBER FROM THE AIRPORT ADVISORY BOARD AND TO INCREASE THE MEMBERS AT LARGE TO SEVEN. MR. SCHIPPER SECONDED. THE VOTE WAS UNANIMOUS.

There was discussion on a few corrections to be made to the by-laws. The recording secretary will retype them and make them available to Board members to proof read and redline any suggestions.

PRAIRIE DOGS

Mr. Barth said the prairie dog fence is already down. The fencing materials have been stored for use at Sandstone Ranch. He added that removal of the prairie dogs will include the Public Works Facility as well as the Airport. The plan is to remove every one by trapping and donating to a rehabilitation program and to euthanize any remaining in burrow. A notice will go out alerting the tenants when the euthanization will begin.

BATHROOM UPDATE

Mr. Barth said there is an approved Site Plan and delivery is on the way. The foundation work should begin after the cold weather passes. It is expected the bathroom will be completed by mid February. LPC will install the electric and the Water Department will be involved as well.

AIRPORT EXPO

Mr. Barth said it had been discussed the Airport would host an Expo on an every other year basis. He added that planning is to start in September or October 2010. Traffic management was an issue last time. Working with the Police Department more closely for options next time was discussed to better facilitate parking. Handicap access was suggested as well. The Airport Exp committee would really like to have Ms. Lipsy back this year.

2010 AIRPORT WORK PLAN

Mr. Barth explained that work on the Airport Master Plan will be a big part of the Boards time this year. The current Master Plan has almost every improvement project already completed except for the twenty year long range projects. Mr. Barth thought the work plan time frame with the Board would begin in March.

Mr. Barth said the Federal Aviation Administration will fund the Airport for about \$150,000 this year. Aviation Planning Consultants will be required to help with infrastructure plans. Mr. Barth handed out notebooks of the Old Master Plan for the Board to begin updating.

AIRPORT ADVISORY BOARD
JANUARY 14, 2010
PAGE FOUR

Mr. Barth said that there will be a variety of City staffers weighing in on the staff analysis. Mr. Schipper asked that the Board have first crack at areas of expertise before going to Council. Mr. Schipper did not want to see conflicting ideas between staff and the Board at Council. He did not want to see the Board making decisions and then City staff consistently overruling it. Board Liaison, Councilmember Witt said staff takes its direction from Council. This Council is determined to see the Airport be a center piece of Longmont and said this Board has their support. Mr. Schipper said he looked forward to making it happen.

Mr. Barth said there will be some study sessions required this year. Mr. Barth said in 2011 over 50% of the leases will expire and will go to the increased lease rate. Mr. Barth said he will be sitting down and going over a lot of the finances necessary to maintain the Airport with other city staff. Revenue from leases is 85% of the income to the Airport Fund, 12% from fuel flowage and 3% comes from misc. fees such as the cell phone tower lease. Sales tax or use taxes go to the General Fund not the Airport Fund. Mr. Barth said it may be important to have some one from the Accounting Division to speak to the Board and answer any questions regarding collecting sales and use taxes the Board may have.

Mr. Barth informed the Board that the TSA is coming. They are going to have a meeting sharing information on rules and regulations for potential security issues for airports that have over 300 based aircraft. They are going to require the Airport to add language on the airport leases about airport security requirements. Some of the language will be changed in those documents.

A rate survey will also need to be done to see what the market of other Airports are charging for their leases. Also a bi-annual review of the Airports Rules and Regulations will be conducted to see if they are accurate consistent and that they are current.

MR. SCHIPPER MADE A MOTION TO ADD TO THE ABOVE ITEMS PRESENTED FOR THE WORK PLAN THAT A PUBLIC RELATIONS AND MARKETING PLAN IN THE BROADEST SENSE OF THE WORD BE ADDED IN TO THE WORK PLAN. MR. RODRIGUEZ SECONDED. THE VOTE WAS UNANIMOUSLY IN FAVOR.

MR. SCHIPPER MADE A MOTION TO ACCEPT THE WORK PLAN AS AMENDED. MR. RODRIGUEZ SECONDED. THE VOTE WAS UNANIMOUSLY IN FAVOR.

AIRPORT ADVISORY BOARD

Ms. Richards asked that the next upcoming Board meeting date be listed on the minutes.

Mr. Jamie Shroyer asked how many airplanes do we have on the Airport now. Mr. Barth said the last official count was 347. That number may fluctuate from time to time.

Mr. Rodriguez asked if the agenda could align with City Council's agenda more. Mr. Barth said he didn't necessarily think that was a bad idea. Mr. Rodriguez said if there were going to be a study session could they be on Thursdays, like the regular meetings are. Mr. Barth said when an extra meeting is called it's generally needing to happen right away and it may or may not fall on a Thursday. He will try to accommodate that as best he can. Mr. Rodriguez also said that he had been sent an e-mail requesting the use of the Airport for a wedding reception. Mr. Barth said that wedding receptions is not an acceptable use on Airport property.

PUBLIC INVITED TO BE HEARD

Mr. Nick Wolfrum advised the Board that the City Council will be holding a Board orientation for new members and old on February 20, 2010 at the Civic Center.

Mr. David Shenk, Hangar owner of 32C asked if the CIP plan could include concrete work on a damaged area at the taxiway to the east of him. Mr. Barth said he is aware of that area and will schedule it for repair.

MR. ANDERSON MADE A MOTION TO ADJOURN. MR. SCHIPPER SECONDED THE MOTION. THE VOTE WAS UNANIMOUSLY IN FAVOR. THE MEETING WAS ADJOURNED AT 7:10 PM.

Howard Morgan

Chairperson

Linda Meade

Recording Secretary

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**CITY OF LONGMONT
AIRPORT ADVISORY BOARD
ROSTER - 2010**

Second Thursday - 6:00 P.M.
Public Works Maintenance Facility
375 Airport Road

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Vice Chair Doedo Schipper Doedo.schipper@gmail.com	403 Collyer Street Longmont, CO 80501	H-682-9791	2011
Chairperson Howard Morgan howiem@comcast.net	1932 Amethyst Dr Longmont, CO 80504	H-601-3536	2010
Tom Lange tommychuck@gmail.com	1823 Arapahoe Drive Longmont, CO 80501	H-250-6096	2010
Chris Rodriguez seeandavoid@yahoo.com	1265 Button Rock Dr Longmont, CO 80504	D-303-651-0895	2012
Sarah Lipsy (Alternate) 2012 sarahlipsy@yahoo.com	38 Dartmouth Cr Longmont, CO 80503	H-303-939-7291	
Becky Richardson Becky.richardson@comcast.net	313 Homestead Parkway Longmont, CO 80504	H – 678-7841	2010

CITY STAFF

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