

## PDSC MEETING AGENDA

**Date:** January 9, 2025

**Time:** 3:00 pm to 4:30 pm

**Location:** Airport Administration Conference Room (Virtual via Zoom)

The PDSC Chair will give anyone in the audience time to speak, limited to 3 minutes per person, to any item on the agenda. General public comment should relate to items not on the agenda.

### PDSC Agenda

- 1) **Public Comment:** 3 minutes per person **10 minutes**
  
- 2) **Approve Minutes** from December 11, 2024, meeting **5 minutes**
  
- 3) **Fort Collins-Loveland Water District Easement:** Action to Commission **10 minutes**
  - Draft easement ([Attachment 1](#))
  - Recommendation to Airport Commission
  
- 4) **Staff's Decision-Making Matrix:** An overview and discussion **15 minutes**  
*Ensure decisions are made complimentary to the greater context of staff's decision matrix*  
*Enhancing Safety*     *Improve the FNL Experience*     *Perpetuates Affordability*
  
- 5) **Airport Development:** Update and Discussion **20 minutes**
  - Parcel C: "Draft" site plan review ([Attachment 2](#))
  - Parcel B: "Draft" site plan review ([Attachment 3](#))
  - West Side of Airport: Phase III approach ([Attachment 4](#))
  
- 6) **Vehicle Parking: Update** **5 Minutes**
  - Operational Indicators from the holiday travel season
  
- 7) **Terminal Area Plan:** Discussion **20 Minutes**  
 Requires a holistic view encompassing FNL users of today and tomorrow
  - Shuttle Bus Operators
    - Improved & unimproved facilities
  - Car Rental Operators
    - Ready/Return Lot Facility via customer facility charges (CFCs) knowl
  - Transportation Network Companies (TNCs)
  - Vehicle parking for in support of airline flights
  - Roadway Plan ([Attachment 5](#))
  - Pending terminal area master plan study – to include improvements, rates & fees, ...

## PDSC MEETING AGENDA

### 8) Items from the PDSC Members

5 Minutes

- Today's Discussion
- Future Meetings / Agenda Items

Join Zoom Meeting

**Thursday January 9, 2024 – 3:00 p.m.**

<https://us06web.zoom.us/j/97011482750?pwd=V1pVVHdrMXZibzlyZ3RFanpRK2NIZz09>

Meeting ID: 970 1148 2750

Passcode: 465261

One tap mobile

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+12532050468,,97011482750#,,,,\*465261# US

**DATE:** 12/11/2024  
**TIME:** 3:02 – 4:47 p.m.  
**RE:** Planning and Development Subcommittee Meeting (PDSC)  
**ATTENDEES:** John Kinney, Rick Turley, Drew Brooks, Troy Bliss, Scott Schorling, Diane Jones, Tom Flemming, Aaron Ehle, Kate Morgan, Laurie Wilson, Dale Miller, Terry Cecil, Bill Becker, Kevin Jones, Jim Sampson, Betsy Sampson, Trevor Feheske, Jaden Rink, Josh Penn, Emarit Ranu, Stephen Hayne

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**Begin Meeting Record 12/11/2024**

**Agenda Item #1:**

**John Kinney Introduction**

- John has served in many roles in the aviation industry over the past 40+ years.
- Initial impressions
  - FNL has extensive open land, with space to accommodate a wide range of users and significant potential for growth.
  - The strategic vision for the airport needs to be updated and clarified
  - Transitioning the governance model to an airport authority will allow FNL to operate more like a business.
    - The cities currently provide substantial support, charging the airport only a fraction of the actual cost. Proactive planning is essential to ensure the sustainability and funding of these services.
  - Staff needs a rent & fee methodology
    - This must align with the costs of operating and maintaining the airport while also supporting the Capital Improvement Plan (CIP). needs to be aligned with the costs of operating and maintaining the airport and support the capital improvement plan (CIP).
  - Decision making should be guided by:
    - Safety – should always be the primary consideration
    - Brand – what is the experience that people have at the airport?
    - Affordability - There are numerous potential projects and initiatives, and decisions will be guided by what is affordable.
      - A realistic and robust CIP needs to be developed.
      - We need an accurate financial forecast.
- General observations/discussion following John’s initial impressions
  - A facilitated workshop has been proposed by several stakeholders
    - There has been considerable change with a new Director and Airport Commission/City Council turnover.
      - Previous iterations of the Airport Commission placed high priority on attracting commercial service
        - Air traffic control, runway widening, and the new terminal construction were key focuses

- Several workshops have been held in recent years, resulting in ambitious plans that exceed the capacity of available resources.
- A clearly articulated vision should guide investment decisions
- The airport needs to clarify the process for land development
  - A methodology for land lease rates and incentives needs to be developed
  - Strategies for overcoming infrastructure challenges should be incorporated
- The airport has primarily served general aviation users throughout its history
  - Revenue diversification (GA, commercial, and non-aeronautical) will be important keep up with O&M and deliver a robust CIP.
- The master plan is 5 years old will need to be updated soon

**Agenda Item #2:**

**Private Development – Update on Expressions of Interest Received**

- Site C
  - Staff has engaged Dibble Engineering to consolidate site concepts from potential developers into an efficient, FAA compliant Layout
    - Two drafts have been developed for this meeting
      - One has buildings oriented to Runway 6/24. The other has buildings oriented to the northern fence line (Rockwell Ave)
      - Both concepts show Airplane Design Group (ADG) I&II facilities to the east and ADG II&III facilities to the west. This would place larger aircraft facilities closer to the main runway, which creates efficiencies.
    - Next Steps:
      - Dibble to complete an environmental assessment for the area
      - Dibble will refine the site concept, estimate phasing boundaries, and provide rough order of magnitude cost estimates for utilities, grading, and pavement improvements
        - This will help inform decision making and develop strategies for accelerating positive cash flow.
- Site B
  - Staff has engaged Dibble Engineering to perform a similar analysis to what is already being developed for Site C.
    - The request for expressions (REOI) of interest produced one aeronautical proposal for the site. No non-aeronautical proposals were received.
    - As this site is located along the current and future entrance roads (Earhart & Lindebergh), there may be non-aeronautical use opportunities
    - We also need to preserve space for road widening, infrastructure buffers, landscaping, etc.

- Site D
  - There was one response to the REOI for a multi-hangar development. This project is currently on hold.
  - Loveland Economic Development is leading an effort to conduct an opportunities and constraints analysis for the west side of the airport.

**Agenda Item #3: Open Discussion**

- The next governance meeting will be on December 16<sup>th</sup> at the Platte River Power Authority Administrative building in Fort Collins.

**End Meeting Record**

DRAFT

**FCLWD Easement**

Attachment 1  
PDSC 1/9/2025



**Additional Easement Area  
.07 acres**

**Existing Easement  
6.233 acres**

**County Road 30**

**Boyd Lake Ave**

EASEMENT AND RIGHT-OF-WAY AGREEMENT

THIS AGREEMENT, made and entered into as of the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between

Hereinafter referred to as “the Grantor” and Fort Collins-Loveland Water District, a Political Subdivision of the State of Colorado, hereinafter referred to as “the District”.

WITNESSETH:

For and in consideration of the mutual promises and covenants herein contained and the sum of three thousand six hundred fifty-four Dollars (\$3,654.00) and other good and valuable consideration, the receipt and adequacy of which is hereby confessed and acknowledged, the Grantor has granted and conveyed and by these presents does grant and convey unto the District, its successors and assigns, a permanent exclusive easement for the installation, construction, maintenance, inspection, operation, replacement, or removal of one (1) or more domestic waterlines for the transmission and distribution of domestic water, and all underground and surface appurtenances thereto, including metering stations and other fixtures, in, over, across, and upon:

A \_\_\_\_ foot right-of-way and easement, the cente three thousand six hundred and fifty four Dollars rline of which is described as follows:

The parties hereto acknowledge that said easement and right-of-way (hereinafter referred to as “the Easement”) is located on a parcel of property owned by the Grantor legally described as follows and hereinafter referred to as “the Grantor’s Property”:

In addition to the foregoing grant of easement and right-of-way by the Grantor to the District, the Grantor further grants and conveys to the District the following rights and privileges:

A. The right to grade the Easement for the full width thereof in such manner as the District may reasonably determine to be necessary or advisable.

B. The right to support pipelines located within the Easement across ravines and watercourses with such structures as the District shall reasonably determine to be necessary or advisable.

C. The right of ingress and egress to and from the Easement by means of existing roads (whether public or private) located on the Grantor’s Property, if any, or in the absence of such roads, by such other routes as the District shall determine to be reasonably necessary taking into consideration the minimization of damage to the Grantor’s Property. Notwithstanding the foregoing, in the event the Grantor’ Property is subdivided and in the event roads are dedicated on the plat of such property, which roads provide adequate access to the Easement, then the District’s right of ingress and egress over the Grantor’s Property to the Easement shall be limited to such dedicated roads.

D. The right to grade, construct, maintain, and use any private roads upon the Grantor’s Property in such manner as the District may deem necessary or advisable in the exercise of its right of ingress and egress to and from the Easement.

E. To install, maintain, and use gates or other livestock barriers on all fences which now cross or hereafter cross the Easement.

F. To mark the location of the Easement with markers set in the ground provided that any such markers remaining after the period of construction of the domestic waterline and appurtenances shall be placed in locations which will minimize interference with any reasonable use of the Easement area by the Grantor.

G. All other rights necessary and incident to the full and complete use and enjoyment of the Easement for the purposes herein granted.

The Grantor hereby covenants and agrees to and with the District, its successors and assigns that:

A. Except as otherwise provided in subparagraph A, the Grantor, its heirs, personal representatives, administrators, successors, and assigns shall not erect or place any permanent building, structure, improvement, fence, tree, or other landscaping on the Easement. In the event of the placement of such obstacles on the Easement contrary to the provisions of this subparagraph A, the District shall have the right to require the Grantor to remove such obstacles from the Easement and, in the event the Grantor fails to do so upon request, the District may remove such obstacles without any liability for repair or replacement thereof. Notwithstanding the foregoing, the Grantor, its heirs, personal representatives, administrators, successors, and assigns shall have the right, without the consent of the District, to plant grasses and other groundcover and small shrubs upon the Easement area which are usual and customary for the full use and enjoyment of the Property. However, the District shall not be responsible for repair or replacement of any "exotic" plantings, ornamental trees, or similar landscaping other than usual and customary ground covering and shrubs.

B. The Grantor does hereby covenant and agree to and with the District that the Grantor is lawfully seized of the Easement and the Grantor's Property, and that the Grantor has a good and lawful right to convey the Easement to the District and that the Grantor warrants the title thereto.

The District does hereby covenant and agree to and with the Grantor as follows:

A. The District shall not fence or otherwise enclose the easement, except during periods of construction and repair.

B. All trenches and excavations made in the laying or repairing of the domestic waterline shall be properly backfilled and as much of the original surface soil as reasonably possible shall be placed on top. All large gravel, stones, and clods will be removed from the finished backfill. The District will finish the backfill after normal settling of the soil so that the use and enjoyment of said Easement by the Grantor shall be suitable for the purpose now used. The District will maintain the trench area and the domestic waterline.

C. In the event the Grantor's Property is being used for grazing purposes, the District agrees that, during the period of construction of the domestic waterline or any subsequent alteration, removal or replacement of said domestic waterline, the District will leave or arrange for reasonable crossings over the Easement for cattle and livestock of the Grantor and its tenants and lessees. Further, whenever it becomes necessary for the District, its agents or contractors to cut a fence on the Grantor's Property, the District shall, at its option, either keep the gate closed or guarded in such a manner so as to prevent the entrance and exit of cattle or livestock through such opening, or to construction in any one or more places substantial gates with dual locks and to furnish the Grantor with one (1) set of keys thereto. Before any such fence is cut by the District, the fence shall be braced in order to prevent slackening of wires along the fence in each direction from the District's temporary opening.

D. In the event the Grantor's Property is being used for production of any crops which require irrigation at the time the pipeline is constructed as set forth in the Agreement, the District agrees, unless otherwise provided, to install and operate flumes or appropriate crossing devices across the Easement at all times during such construction operations. The District further agrees, unless otherwise provided, not to block, dam, or obstruct in any manner any irrigation canal, drainage ditches, or creeks located on the Grantor's Property and further agrees to replace or repair any levees or banks disturbed or damaged by the activities of the District on the Grantor's Property.

E. The District shall pay the fair market value for any crops, fences, or livestock of the Grantor, his tenants and lessees which are damaged or destroyed as a result of the construction, operation, and maintenance of the domestic waterline.

F. To the extent allowed by law, the District shall be liable for loss and damage which shall be caused by any wrongful exercise of the rights or ingress or egress to or from the Easement or by wrongful or negligent acts or omission of its agents or employees during the course of their employment on the Grantor's Property.

It is mutually agreed between the parties hereto that:

A. Except to the extent that such rights may be inconsistent with or interfere with the rights and privileges herein granted to the District, the Grantor shall retain the right to use and enjoy the Easement.

B. The benefit and burdens of this Agreement shall inure to and be binding upon the respective heirs, personal representatives, successors, or assigns of the parties hereto.





# EXHIBIT "A"

## EASEMENT DESCRIPTION

### PARCEL ONE

Being a portion of Tract B of Barnstorm Second Addition to the City of Loveland, Colorado, as recorded August 12, 1986 at Reception No. 86044345 in the Larimer County Clerk and Recorder's Office, located in Section 28, Township 6 North, Range 68 West of the Sixth Principal Meridian, City of Loveland, County of Larimer, State of Colorado, being more particularly described as follows:

COMMENCING at the Northwest Corner of said Section 28, as monumented by a 3/4" rebar with 2-1/2" aluminum cap, LS29407, 2009, which bears North 00° 05' 42" East, a distance of 2692.36 feet from the West Quarter Corner of said Section 28, as monumented by a 2-1/2" aluminum cap on 3/4" rebar, LS5028, 2005, with all bearings herein relative thereto;

Thence South 61°32'42" East a distance of 115.95 feet to a point on the Southerly Right-of-Way of East Larimer County Road 30 as recorded at Reception No. 86044332 in the Larimer County Clerk and Recorder's Office, the POINT OF BEGINNING;

Thence continuing on said southerly right-of-way, South 87°05'27" East a distance of 30.01 feet, parallel with and 50.00 feet south of the North line of said Section 28;

Thence departing said Southerly Right-of-Way, South 04°38'20" West a distance of 32.99 feet;

Thence South 27°37'02" West a distance of 68.65 feet to the North line of that easement to Fort Collins-Loveland Water District recorded at Reception No. 20240018146 in the Larimer County Clerk and Recorder's Office;

Thence along said North line, North 87°05'52" West a distance of 27.71 feet to the Northwest corner of said easement to Fort Collins-Loveland Water District;

Thence departing said North line, North 00°05'42" East a distance of 10.45 feet, parallel with and 70.00 feet east of the West line of said Section 28;

Thence North 27°37'02" East a distance of 64.86 feet;

Thence North 04°38'20" East a distance of 25.99 to the POINT OF BEGINNING.

The above-described parcel contains 3,032 square feet or 0.0696 acres, more or less, and is subject to any rights-of-way or other easements of record now existing on said described parcel of land.

Basis of Bearings: The West line of the Northwest Quarter of Section 28, Township 6 North, Range 68 West, of the 6th/ Principal Meridian bears North 00°05'42" East 2692.36 feet from the West Quarter Corner, being marked by a 2 1/2" Aluminum Cap on 3/4" rebar, LS5028, 2005, to the Northwest Corner, being marked by a 3/4" rebar with 3 1/4" Aluminum Cap, LS29407, 2009, based upon G.P.S. observations and modified Colorado North Zone State Plane Coordinates with a combined scale factor of 1.00027973, with all bearings herein relative thereto.

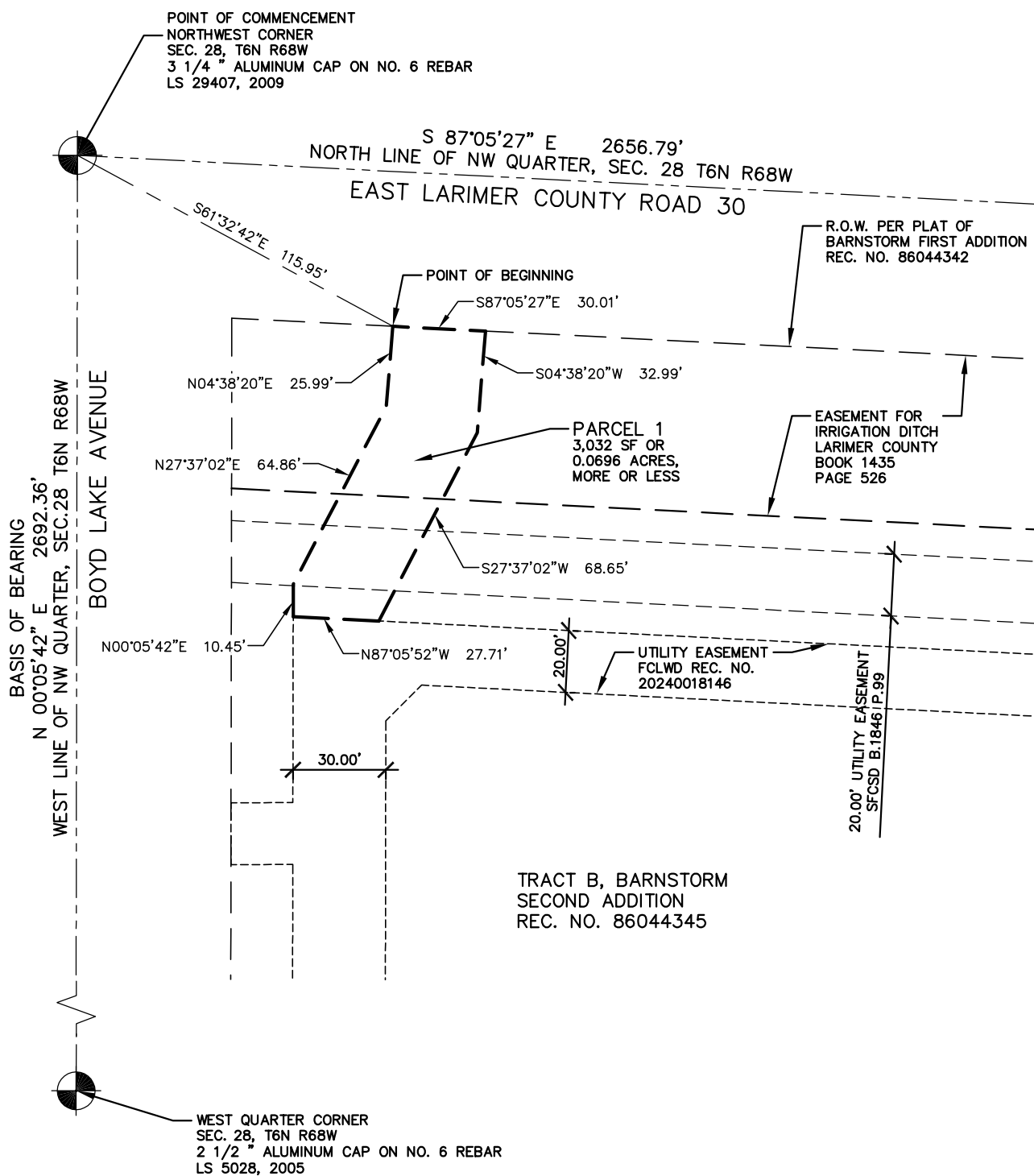
### SURVEYOR'S CERTIFICATION STATEMENT

I, Peter E. Paulus, a Professional Licensed Land Surveyor in the State of Colorado, do hereby certify that this Property Description was prepared by me or under my direct personal supervision and that it is correct based upon my knowledge, information, and belief.



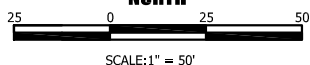
# EXHIBIT A-1

## EASEMENT MAP PARCEL ONE



NOTE: THIS EXHIBIT DRAWING IS NOT INTENDED TO BE A MONUMENTED LAND SURVEY. ITS SOLE PURPOSE IS AS A GRAPHIC REPRESENTATION TO AID IN THE VISUALIZATION OF THE WRITTEN PROPERTY DESCRIPTION WHICH IT ACCOMPANIES. THE WRITTEN PROPERTY DESCRIPTION SUPERSEDES THE EXHIBIT DRAWING.

NOTICE: ACCORDING TO COLORADO LAW YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVER SUCH DEFECT. IN NO EVENT MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCED MORE THAN TEN YEARS FROM THE DATE OF THE CERTIFICATION SHOWN HEREON. (13-80-105 C.R.S. 2012)



Ph. I  
Ph. II  
Ph. III  
Ph. IV  
Ph. V

Century Helicopters & Reach Air  
Century Helicopters & Others  
T-Hangars, Box Hangars & EAA  
Fixed-Based Operator (FBO)  
Scion Aviation



USFS ATB

Ph. V

Ph. II

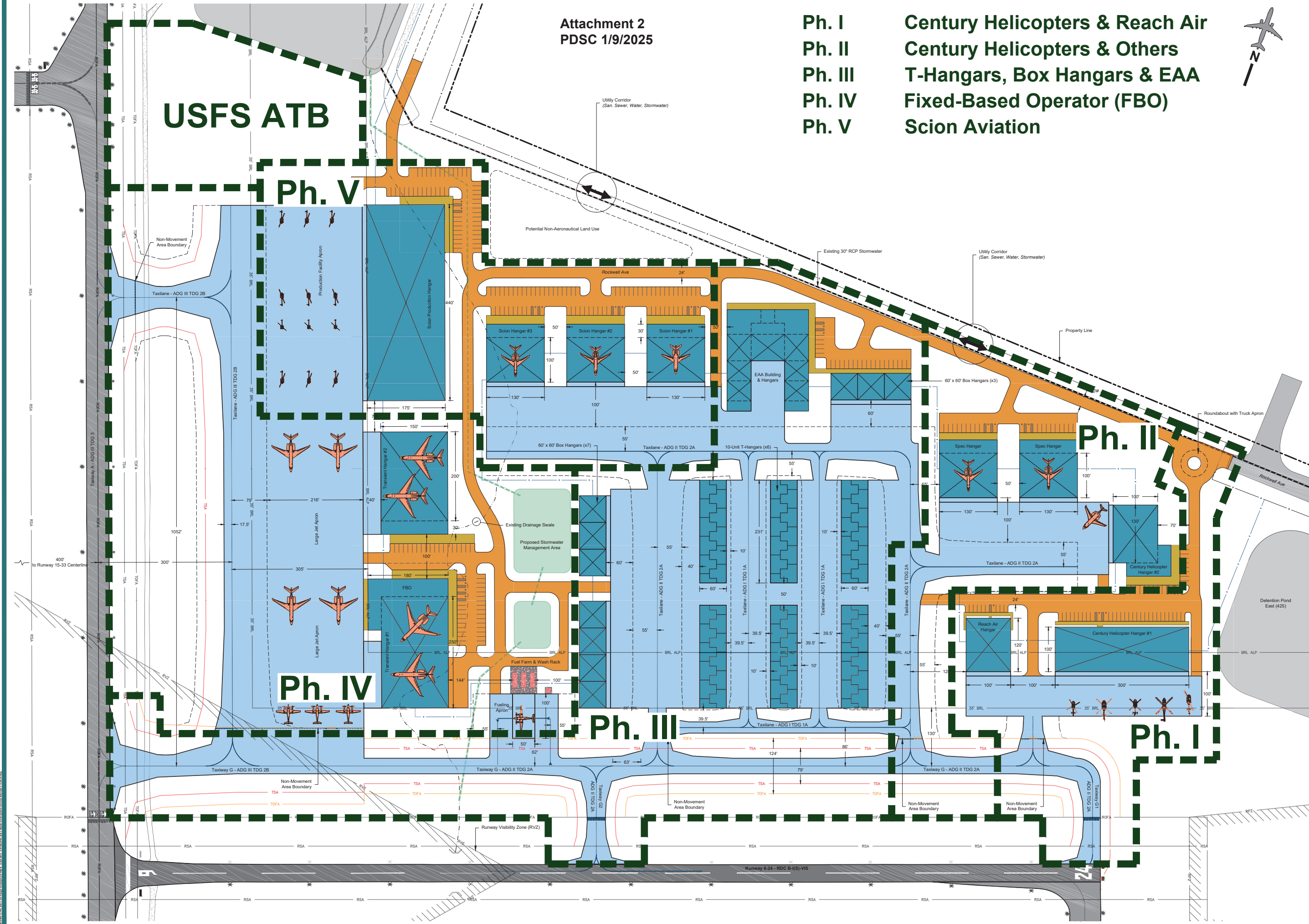
Ph. IV

Ph. III

Ph. I

- Legend:
- Existing Facilities
  - Proposed Roadways
  - Proposed Buildings & Hangars
  - Proposed Taxiways & Aprons
  - Existing Property Line
  - Existing Secure Fence
  - Future Secure Fence
  - Exst. Runway Safety Area (RSA)
  - Exst. Runway Obj. Free Area (ROFA)
  - Exst. Taxiway Safety Area (TSA)
  - Fut. Taxiway Safety Area (TSA)
  - Exst. Taxiway Obj. Free Area (TOFA)
  - Fut. Taxiway Obj. Free Area (TOFA)
  - Fut. Taxiway Obj. Free Area (TOFA)
  - Exst. 35' Building Restriction Line (BRL)
  - Existing ALP BRL
  - Existing RPZ
  - Existing RVZ

- Notes:
- Conceptual only.
  - Exst.: Existing
  - Fut.: Future



Northern Colorado Regional  
Site C Master Conceptual Development Plan

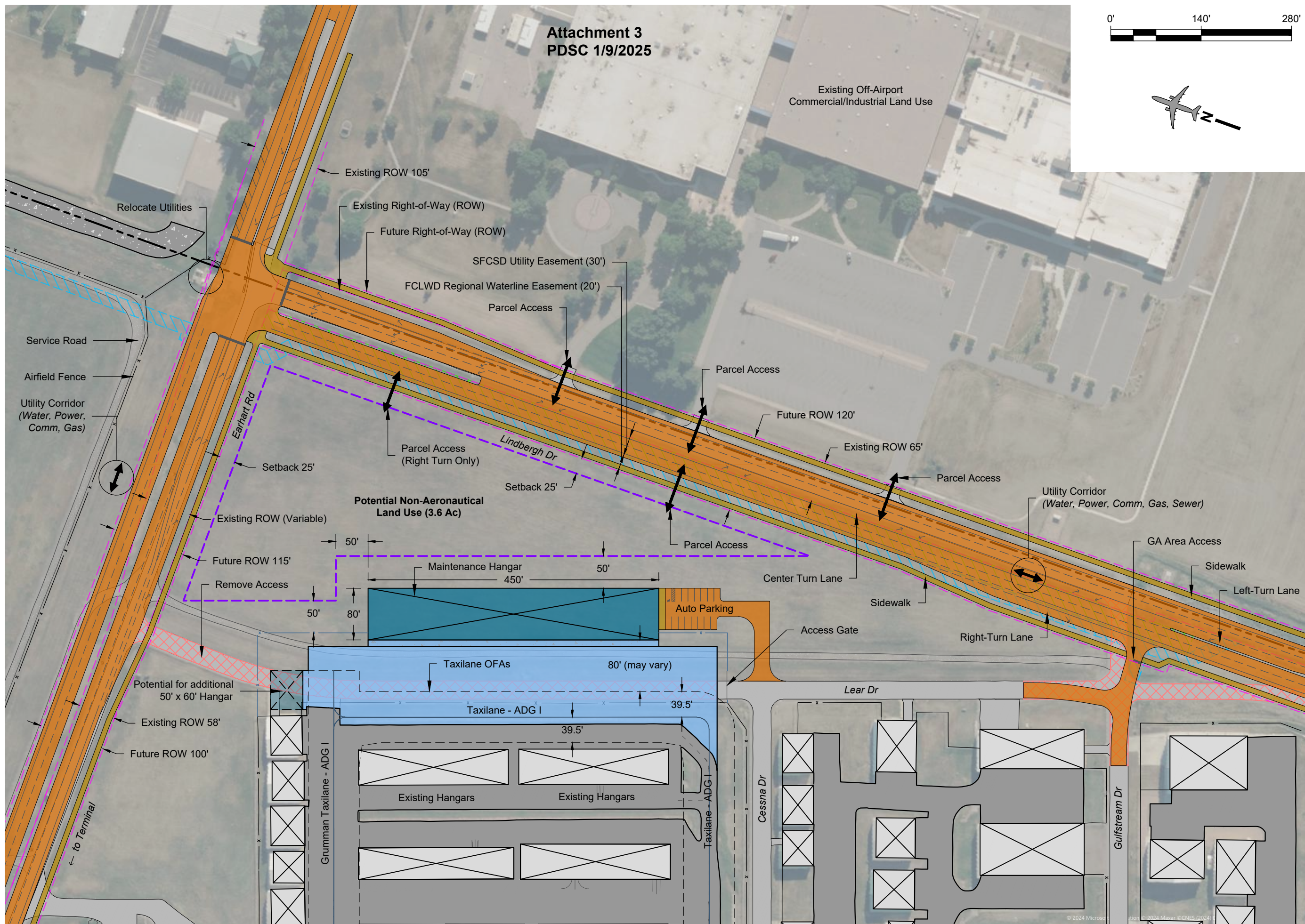
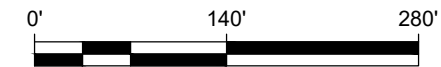
All Information owned by Dibble  
Any reuse of this information is prohibited  
**Not For Construction**  
**D R A F T**

Horizontal Scale in Feet  
0' 90' 180'

Drawn: TPIS  
Checked: MJB  
Approved: MJB  
Date: 12/17/2024  
Sheet No.: 1 of 1  
Scale based on a 24"x36" sheet.

Site C Master Development Plan  
Alternate Layout No. 2

**Attachment 3  
PDSC 1/9/2025**



**Legend:**

- Existing Facilities
- Future Development
- Existing Property Line
- Pavement Demolition
- Existing T<sub>L</sub>OFA
- SFCSD Easement
- FCLWD Easement
- Right-of-Way (ROW)

**Notes:**

- Conceptual Only.
- FCLWD: Fort Collins Loveland Water District
- SFCSD: South Fort Collins Sanitation District
- TSA: Taxiway Safety Area
- T<sub>L</sub>OFA: Taxilane Object Free Area

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Any reuse of this information is prohibited

**Not For Construction**

**DRAFT**

Scale based on a 11"x17" sheet.

**Northern Colorado Rgnl'**  
Site B GA Hangar Development  
Project Exhibit  
Date: 01.06.25



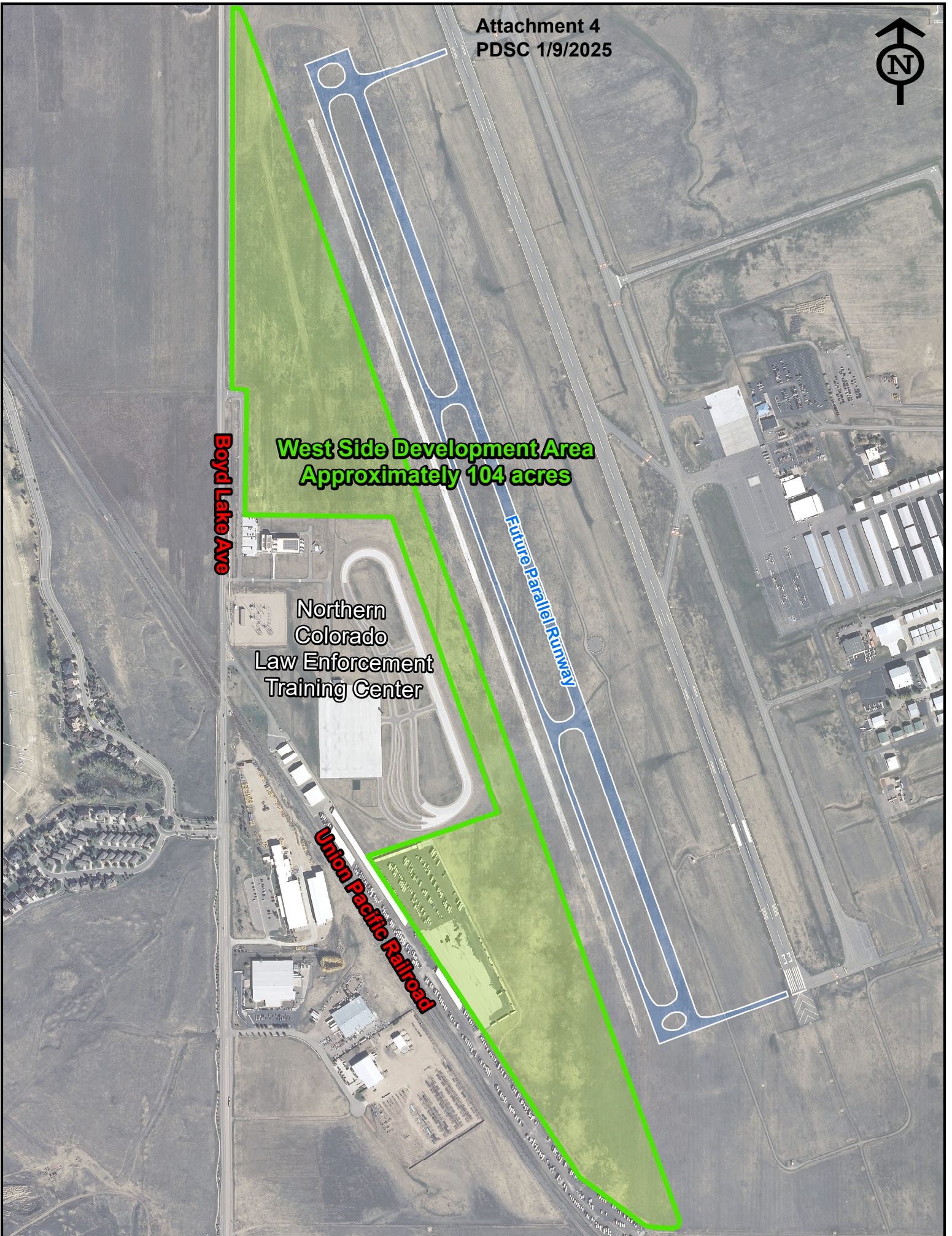
**Boyd Lake Ave**

**West Side Development Area  
Approximately 104 acres**

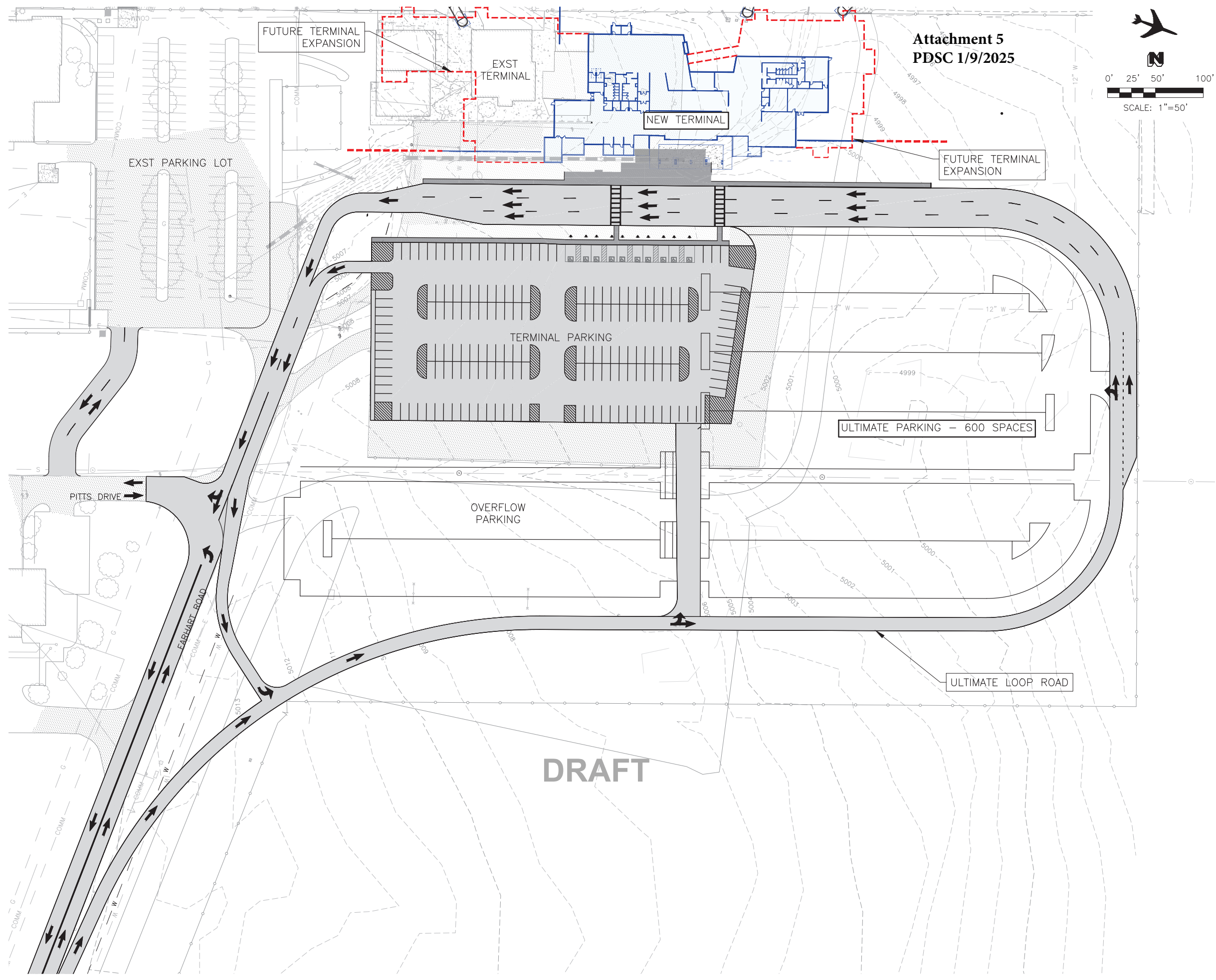
Northern  
Colorado  
Law Enforcement  
Training Center

**Union Pacific Railroad**

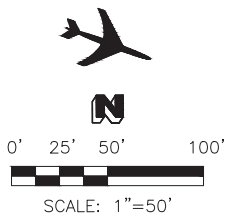
**Future Parallel Runway**



K:\2019\1019180.03 FNL NEW TERMINAL\CAD\19180.03 SITE\_ULTIMATE.DWG Apr. 8, 2021 9:40 AM



Attachment 5  
PDSC 1/9/2025



**LEGEND**

	AC PAVEMENT
	EXST AC PAVEMENT
	NEW CONCRETE SIDEWALK
	EXST CONCRETE

REV	DATE	DESCRIPTION



DATE:	04.08.21
DESIGNED BY:	CSS
DRAWN BY:	CSS
REVIEWED BY:	RAZ
FILE NAME:	19180.03 SITE_ULTIMATE



FNL NEW TERMINAL - CIVIL  
SITE PLAN - ULTIMATE LOOP ROAD

SITE SHEET #  
OF

