



December 15, 2010
CDOT Headquarters
Denver, CO

Board Meeting

MEMBERS PRESENT:

Dennis Heap	Secretary
Louis Spera	
Joseph Thibodeau	
Dave Ubell	
Debra Wilcox	

MEMBERS ABSENT:

Harold Patton	Chairman
Dale Hancock	Vice-Chair

OTHERS PRESENT:

Dave Gordon	CDOT – Division of Aeronautics
Scott Brownlee	CDOT – Division of Aeronautics
Christine Eldridge	CDOT – Division of Aeronautics
Greg Goldman	CDOT – Division of Aeronautics
TK Gwin	CDOT – Division of Aeronautics
Shahn Sederberg	CDOT – Division of Aeronautics
John Sweeney	CDOT – Division of Aeronautics
Kaitlyn Westendorf	CDOT – Division of Aeronautics
Richard Baker	Fremont County
Walt Barbo	Colorado Pilots Association
Debbie Bell	Fremont County
Walt Giffin	Fremont County
William Payne	WEPA

Ryan Pritchett
Bill Totten
Darci Wert

Armstrong Consultants, Inc.
Colorado Pilots Association
Fantasy of Flight

1. Meeting commenced at 10:00 A.M.
2. ***APPROVAL OF CAB MEETING MINUTES FROM SEPTEMBER 17, 2010 AND OCTOBER 29, 2010***

Dennis Heap advised the Board that he would entertain a MOTION to approve the minutes from the CAB meetings on September 17, 2010 and October 29, 2010. Louis Spera made the MOTION to approve the minutes and Debra Wilcox seconded.

The MOTION carried unanimously.

3. ***AMENDMENTS TO THE AGENDA***

There were no amendments to the agenda.

4. ***BOARD MEMBER REPORTS***

Joseph Thibodeau spoke about current events with the Colorado Pilots Association. Dave Ubell gave a brief update on the terminal expansion and fencing projects at Montrose Regional Airport. Debra Wilcox recently attended the Aircraft Owners and Pilots Association conference in Long Beach, California. Debra said that while there, she participated in the Airport Support Network Group and was asked by Kate Lang, FAA Acting Associate Administrator for Airports, to speak about the recent Del Norte runway project. Louis Spera gave a brief update on current events at the Pueblo Memorial Airport, adding that the museum is complete and he hopes to have a future CAB meeting there. Dennis Heap spoke about the current trend nationwide of the increase in sales for jet fuel and how there is speculation that it may have to do with the new Transportation Security Administration's screening procedures. Dennis also took an opportunity to acknowledge Mike Reisman, who has decided to leave his current position as the Airport Manager in Greeley for a position out of state.

5. ***PUBLIC COMMENTS***

5A: Colorado Aviation Ambassador Program – Bill Totten

Bill Totten briefed the Board on an aviation program that is currently in place in Virginia, that he would like the Board to consider being a part of for Colorado. The program entails issuing a passport that lists qualifying airports, museums or safety seminars in Colorado and each time a participant visits them, they obtain a stamp in their passport. The goal of the program is to promote aviation in the state, as well as to improve pilot proficiency and generate positive publicity. Bill was not asking for any funding at this time, but just wanted to get feedback from the Board to see if they felt it would be worth pursuing. The Board expressed interest in this program and encouraged Colorado Pilots to move forward with this project.

Walt Barbo spoke briefly about what is currently happening with the Colorado Pilot's Association.

6. *DIRECTOR'S REPORT – DAVE GORDON*

Dave Gordon referred to a memo given to the Board and took a moment to speak about the Eagle Airport Control Tower "Stand Alone Tower Display" and "Clearance Delivery" project that the Board funded in September 2009. The agreement was that the Division and Eagle County would equally split the total cost of \$395,492.29. The project has been successfully completed and is meeting all expectations of improving safety and capacity. The Division has received Eagle County's contractual share of the costs. Dave also advised the Board that the CDOT internal audit staff is completing a final review of our compliance tasks related to the State Audit findings. Debra asked that the Board be provided with copies of that report, once it is complete.

7. *FINANCIAL REPORT – GREG GOLDMAN*

Greg Goldman referred to a handout provided to the Board that outlines the consolidated financial results of the Division's operations for the period ending November 30, 2010.

8. *WEB-BASED INTERACTIVE MANAGEMENT SYSTEMS (WIMS) UPDATE – TK GWIN*

TK Gwin said that the Division is currently working with a member of the Office of Information Technology to develop a scope that can help outline what information will eventually be included in the Request for Proposal (RFP).

9. **2011 CDAG AIRPORT GRANT REVIEW – SCOTT BROWNLEE, TK GWIN AND JOHN SWEENEY**

John Sweeney referred the Board to a handout they were given that outlines the impact to the aviation fund that the 2011 CDAG requests will have, once awarded. All items reviewed today are consistent with the FAA's plan and with our CIP and are recommended for the Consent Agenda, with the exception of Front Range, Pueblo and Rifle. Due to the potential conflict of interest as a result of Board member affiliations with those airports, they will be voted on separately during the Grant Hearings scheduled for January 24, 2011. The Board was provided with summary sheets and standardized evaluations for each project.

AKRON: TK Gwin said that Akron is requesting 90/10 split to upgrade or replace fuel trucks and to upgrade the fuel farm jet storage tank. The amount requested from the State is \$108,000. The staff supports this project.

Consent Agenda.

ALAMOSA: John Sweeney said that Alamosa is requesting 90/10 split for maintenance on the non-federal Instrument Landing System (ILS). The ILS is a critical part of the airport, since the commercial operators depend on it during Instrument Flight Rules (IFR) conditions. The amount requested from the State is \$23,868. The staff supports this project.

Consent Agenda.

ASPEN: Scott Brownlee said that Aspen is requesting funds for two projects. The first is for matching funds for an FAA funded project to extend runway 15/33. The second is for acquisition of a plow truck and blade, which will replace a 15 year old piece of equipment which has reached the end of its useful life. The total amount requested from the State is \$400,000. The staff supports these projects.

Consent Agenda.

BOULDER: TK said that Boulder is requesting funds for two projects. The first is for match on FAA ramp rehab Phase II and the second is to purchase a piece of land critical to runway safety. The total amount requested from the State is \$293,684. The staff supports these projects.

Consent Agenda.

BUENA VISTA: John said that Buena Vista's request consists of four separate elements. The first is for overmatch on the existing FAA project to make the terminal ADA compliant as well as some general repairs to make it usable. This overmatch will help with some items unable to be covered under the FAA grant. Repairing the roof will be the major portion

of this project. The second is to purchase land adjacent to the airport, which would allow for future on-airport development, rather than “through the fence” development. The third is for security upgrades; to allow the airport to monitor and track who is accessing the airport. The final element is for ramp expansion to allow for expanded tie down areas. The total amount requested from the State is \$400,000. The staff supports these projects.

Consent Agenda.

BURLINGTON: TK said that Burlington is requesting 90/10 split to replace a rotating beacon and supporting tower. The amount requested from the State is \$90,000. The staff supports this project.

Consent Agenda.

CANON CITY: John said that Canon City is requesting match on FAA entitlement funds for a project that includes revising the ALP and design for safety area grading. The amount requested from the State is \$3,947. The staff supports this project.

Consent Agenda.

CENTENNIAL: TK said that Centennial is requesting funds to purchase a snow blower to replace aging snow removal equipment. The amount requested from the State is \$400,000. The staff supports this project.

Consent Agenda.

CENTENNIAL (Intern #1): TK said that Centennial is requesting 50/50 split to fund an intern for one year, beginning summer of 2011. The amount requested from the State is \$14,040. The staff supports this project.

Consent Agenda.

CENTENNIAL (Intern #2): TK said that Centennial is requesting 50/50 split to fund an intern for one year, beginning fall of 2011. The amount requested from the State is \$14,040. The staff supports this project.

Consent Agenda.

COLORADO SPRINGS: John said that Colorado Springs is requesting funds for the fourth phase of a fleet improvement plan, which includes the purchase of a front end loader, a replacement plow truck and replacement of the runway snow blowers. The amount requested from the State is \$400,000. The staff supports this project.

Consent Agenda.

CORTEZ: Scott said that Cortez is requesting match and overmatch on FAA funds to acquire a loader/blower for snow removal and 90/10 split to purchase a tractor/mower. The total amount requested from the State is \$400,000. The staff supports this project.

Consent Agenda.

DELTA: Scott said that Delta's request consists of four separate elements. The first project is to complete phase I of the apron expansion, which was underfunded last year. The second and third is match and overmatch on FAA funds for apron rehabilitation. The final element is for turnaround rehabilitation on the northeast end of the runway. The total amount requested from the State is \$400,000. The staff supports these projects.

Consent Agenda.

DURANGO: Scott said that Durango is requesting 90/10 split for pavement maintenance on the following areas of the airport: sealcoat on the south half of the general aviation apron, sealcoat on taxiway A from A-5 to A-6 and mill and patch on several deteriorating portions of taxiway A. The amount requested from the State is \$54,000. The staff supports this project.

Consent Agenda.

EAGLE: Scott said that Eagle is requesting matching funds on several FAA funded projects, along with overmatch on an ARFF truck. Eagle would also like 80/20 split to purchase a piece of snow removal equipment. The total amount requested from the State is \$400,000. The staff supports these projects.

Consent Agenda.

ERIE: TK said that Erie's request consists of four separate elements. The first is for construction of a new taxiway connector. The second is for phase II of the fuel system upgrade. The third and fourth is match for FAA entitlement and overmatch to rehab the asphalt parking apron. The total amount requested from the State is \$372,800. The staff supports these projects.

Consent Agenda.

FORT COLLINS-LOVELAND: TK said that the Fort Collins-Loveland request consists of four separate elements. The first will provide match for FAA funds to rehab runway 15/33. The second is for 90/10 split for ramp maintenance. The third is for utility upgrade for terminal complex due to increased need. The final element is to purchase a paint striping machine. The total amount requested from the State is \$400,000. The staff supports these projects.

Consent Agenda.

FORT MORGAN: TK said that Fort Morgan is requesting 90/10 split to rehab taxilanes that are in a common use area. The amount requested from the State is \$270,000. The staff supports this project.

Consent Agenda.

FRONT RANGE: TK said that the Front Range request consists of three separate elements. The first is for matching FAA funds to rehab runway 8/26, replace lights and signage on runway 17/35 and taxiway 7C rehab. The second element is for 90/10 split to construct an SRE building. The

final element is for fogseal on taxiways 7A, 7B, A-7 and terminal apron. The total amount requested from the State is \$398,736. The staff supports these projects.

This request will be voted on separately at the Grant Hearings.

GRAND JUNCTION: Scott said that Grand Junction is requesting match and overmatch on FAA funds for phase I of the terminal building rehabilitation/relocation. The project consists of constructing an office building for the airport administration and TSA. This building will become part of the terminal building with future phases. The Division anticipates Grand Junction will utilize the State Infrastructure Bank (SIB) to acquire a loan for a portion of this project. The amount requested from the State is \$400,000. The staff supports this project.

Consent Agenda.

GREELEY-WELD COUNTY: TK said that the Greeley-Weld County request consists of two elements. The first is for matching FAA funds for apron rehab. The second is to construct or acquire a SRE storage building. The total amount requested from the State is \$400,000. The staff supports these projects.

Consent Agenda.

GUNNISON: Scott said that Gunnison's request consists of two separate elements. The first is for match and overmatch on FAA funds to reconstruct a portion of the commercial ramp. The second element is for perimeter fence repair. The Division anticipates that Gunnison will utilize the SIB to acquire a loan for a portion of the ramp project. The total amount requested from the State is \$400,000. The staff supports these projects.

Consent Agenda.

HAYDEN: Scott said that Hayden is requesting match and overmatch on FAA funds for phase II of a three phase project to rehabilitate/remodel the terminal building. The amount requested from the State is \$400,000. The staff supports this project.

Consent Agenda.

HOLYOKE: TK said that Holyoke is requesting 90/10 split for phase II of the apron expansion. The amount requested from the State is \$180,000. The staff supports this project.

Consent Agenda.

KREMMLING: TK said that Kremmling is requesting 90/10 split for a fuel farm upgrade. The amount requested from the State is \$10,800. The staff supports this project.

Consent Agenda.

LAMAR: John said that Lamar is requesting 90/10 split for phase I of the terminal ramp reconstruction. This phase will include the concrete work of the ramp which will consist of the hard stands in front of the ramp, as well as spill containment area for the fuel trucks. The amount requested from the State is \$387,000. The staff supports this project.

Consent Agenda.

LAS ANIMAS: John said that Las Animas is requesting 90/10 split for a pavement maintenance project that will include filling all of the cracks, applying a fog seal surface treatment and remarking the runway. The amount requested from the State is \$69,283. The staff supports this project.

Consent Agenda.

LEADVILLE: Scott said that Leadville is requesting match and overmatch on FAA funds for phase II of the SRE building. This construction will include moving the electrical vault into the new building, relocating the fuel facility and remove the existing terminal building. The amount requested from the State is \$350,000. The staff supports this project.

Consent Agenda.

LIMON: TK said that Limon is requesting 90/10 split to purchase a mower. The amount requested from the State is \$18,000. The staff supports this project.

Consent Agenda.

LONGMONT: TK said that Longmont is requesting 90/10 split for crack fill and seal coat the asphalt on the taxiways and ramps. The amount requested from the State is \$67,500. The staff supports this project.

Consent Agenda.

MEADOW LAKE: John said that Meadow Lake is requesting 70/30 split to develop a Compliance Plan. The purpose of the plan is to review the current procedures by which the airport operates and provide alternatives so they are operating similar to other publically owned facilities. Meadow Lake is also requesting 90/10 split for pavement maintenance, for upkeep of the runway and taxiway through crack fill, fog seal and remark. The total amount requested from the State is \$107,800. The staff supports these projects.

Per the Board, this request will be voted on separately at the Grant Hearings.

MEEKER: Scott said that Meeker is requesting matching funds for FAA project to acquire land necessary for the upcoming runway reconstruction, along with the matching funds for the runway design and construction project. The amount requesting from the State is \$353,166. The staff supports this project.

Consent Agenda.

MONTROSE: Scott said that Montrose is requesting match on FAA funds to complete the parallel taxiway B to runway 13/31 and for wildlife/security fencing. The amount requested from the State is \$150,021. The staff supports these projects.

Consent Agenda.

NUCLA: Scott said that Nucla's request has two elements. The first is for match on FAA funds for a new segmented circle and lighted windcone. The second is for match and overmatch on FAA funds for phase I of the runway safety area upgrade. The total amount requested from the State is \$400,000. The staff supports these projects.

Consent Agenda.

PAONIA: Scott said that Paonia is requesting 80/20 split for crack fill and a fog seal on the general aviation apron area. The amount requested from the State is \$20,000. The staff supports this project.

Consent Agenda.

PUEBLO: John said that Pueblo is requesting match on FAA funding for the new training runway. This is the second year of FAA funding for the relocation and construction of the new training runway. Pueblo is also requesting 90/10 split for security fencing along the south perimeter of the airport. The total amount requested from the State is \$368,925. The staff supports these projects.

This request will be voted on separately at the Grant Hearings.

RANGELY: Scott said that Rangely is requesting match on FAA funding to crack seal, seal coat and repaint runway 6/24. The amount requested from the State is \$3,947. The staff supports this project.

Consent Agenda.

RIFLE: Scott said that Rifle is requesting match on FAA funds for the final phase of a multi-phase project to correct deficient runway safety area and gradient issues. This request will help fund the completion of the project. The amount requested from the State is \$400,000. The staff supports this project.

This request will be voted on separately at the Grant Hearings.

ROCKY MOUNTAIN METROPOLITAN: TK said that the Rocky Mountain Metropolitan request has four elements. The first is match for FAA runway 11L safety area enhancement. The second is a 50/50 split for pavement maintenance to rehab the terminal ramp area. The third is 90/10 split to purchase a snow removal runway broom. The final element is 90/10 split for a new airfield lighting control system. The total amount requested from the State is \$391,000. The staff supports these projects.

Consent Agenda.

SALIDA: John said that Salida is requesting match on FAA runway rehab project. Depending on the bids, the project could include the rehab of the taxiway and ramp. This request is more than the traditional 2.5% of local match. The community has been suffering with reduced revenues and can't produce the 2.5% match. This project has been in the plan for seven years and has been bumped due to emergency repairs at other airports. If this project is not completed this year, it will probably be delayed a few more years and will cost much more than the current estimates. The amount requested from the State is \$145,263. The staff supports this project.
Per the Board, this request will be voted on separately at the Grant Hearings.

SPRINGFIELD: John said that Springfield is requesting 90/10 split for pavement maintenance, to include replacing the joint sealant on the runway and taxiways. The amount requested from the State is \$64,035. The staff supports this project.
Consent Agenda.

STEAMBOAT SPRINGS: Scott said that Steamboat Springs is requesting match on FAA funds to complete concrete joint seal of the aircraft parking apron. Steamboat Springs is also requesting 90/10 split to acquire two parcels of land. The total amount requested from the State is \$400,000. The staff supports these projects.
Consent Agenda.

TELLURIDE: Scott said that Telluride is requesting funds to provide additional ramp space at the airport. With recent improvements made to the safety areas and runway gradient, the airport is expecting some larger commercial aircraft, namely the Q-400. Because of the number of passengers anticipated, the airport will be required to implement a security identification display area (SIDA) on the ramp, thus reducing the amount of apron space for other aircraft. The airport also lost some much needed parking area as a result of the relocated taxiway to meet FAA safety area standards. The amount requested from the State is \$400,000. The staff supports this project.
Consent Agenda.

WALDEN: TK said that Walden is requesting 90/10 split for new wearing surface on the runway. The amount requested from the State is \$400,000. The staff supports this project.
Consent Agenda.

WALSENBURG: John said that Walsenburg is requesting 90/10 split for wildlife fence purchase and relocation. Walsenburg is in the process of a land swap with the adjacent property owner. If the swap is successful, the property fence line will need to be relocated and the intent is to upgrade the fence in the process. The amount requested from the State is \$279,000. The staff supports this project.

Consent Agenda.

WESTCLIFFE: John said that Westcliffe is requesting 90/10 split for two access control gates and fencing repairs. Property adjacent to the airport is designated as open range, which requires the airport to “fence out” unwanted cattle. The amount requested from the State is \$45,000. The staff supports this project.

Consent Agenda.

WRAY: TK said that Wray is requesting 90/10 split to reconfigure tie-downs and remove cables. The amount requested from the State is \$54,000. The staff supports this project.

Consent Agenda.

YUMA: TK said that Yuma is requesting match on FAA funds for concrete panel replacement on runway 16/34. The amount requested from the State is \$3,947. The staff supports this project.

Consent Agenda.

NOTE: All Grant requests included a standard Grant Evaluation Form and was found by the Staff to be in the best interest of statewide aviation and to support the goals contained in the Colorado Aviation Systems Plan.

At this time, Debra Wilcox made the MOTION to remove the following grant requests from the Consent Agenda: Front Range, Pueblo, Rifle, Meadow Lake and Salida. Joseph Thibodeau seconded.

The MOTION carried unanimously.

10. EDUCATION DISCUSSION – DAVE GORDON

Dave Gordon referred to a memo given to the Board in their packets, regarding the topic of establishing a policy for how the Division’s funds should be used in the future for educational purposes. At the meeting in September, there was some discussion about developing a policy. Since that meeting, Dave, Debra Wilcox and Darci Wert have met and developed a draft scope of work. Currently, the Division has received five separate grant applications for various educational purposes. The level of interest for such grants further validates the need for some sort of policy or guide. At the meeting in June, the Board approved \$50,000 for “Airport Marketing Program”, but after talking with airports and the CAO, it has been determined that the need for this type of program is not great. Therefore, the

Director recommends reallocating the full \$50,000 from the “Airport Marketing Program” to “Education Policy Development”. Dave would also like to initiate the scope of work as proposed by Darci Wert with Pegasus Aviation Education Consulting. The proposal was provided to the Board with project milestones, target dates and for a total cost of \$4,953. Debra Wilcox made the MOTION for the Board to undertake an educational policy development initiative and Joseph Thibodeau seconded. There was much discussion about this topic and the consensus of the Board is that a policy is necessary. Debra Wilcox amended the MOTION to change the Airport Marketing Program to an Educational Policy Initiative, with the funding currently allocated to the Airport Marketing Program be reallocated to the Educational Policy Initiative and Joseph Thibodeau seconded.

The MOTION carried unanimously.

Debra Wilcox made the MOTION to approve funding for Phase I of the Education Policy Initiative with Pegasus Aviation Education Consulting in the amount of \$4,953 and Joseph Thibodeau seconded.

After some discussion by the Board, the MOTION carried unanimously.

11. 2011 CDAG AVIATION EDUCATION GRANT REVIEW – DAVE GORDON

Dave Gordon asked the Board if they would like to have the five applicants present their grant requests at the Grant Hearings in January. The Board felt that the requests should be tabled until a policy has been adopted. Dave Ubell made the MOTION to table the requests until there are some basic guidelines in place and Joseph Thibodeau seconded.

The MOTION carried unanimously.

12. 2010 NBAA PRESENTATION – KAITLYN WESTENDORF & SHAHN SEDERBERG

Kaitlyn Westendorf informed the Board that eleven airports participated in the Colorado Booth this year and the show was a success. There are three additional slots available for airports to participate next year and the following three airports have expressed interest: Hayden, Aspen and Telluride. Kaitlyn said that those three will be given first chance to participate before it is opened up to other airports. Kaitlyn added that the support of the Board has been appreciated by the Colorado airports, as well as the Division. Shahn Sederberg concluded the update by showing a video presentation, highlighting this year's convention.

13. PROPOSED CALENDAR

The Grant Hearings will take place on Monday, January 24, 2011 at 1:30 p.m. at the Westin Hotel in Westminster. The Legislative Reception will take place on the same day at 5:30 p.m. at the Brown Palace Hotel in Denver.

14. OTHER MATTERS BY MEMBERS

There were no other matters.

15. The meeting adjourned at 12:06 P.M.