



**January 13, 2010**  
**CDOT – Division of Aeronautics**  
**Watkins, Colorado**

**BOARD MEETING**

**MEMBERS PRESENT:**

Dennis Heap                      Secretary  
Debra Wilcox

**VIA TELECONFERENCE:**

Dale Hancock                      Vice Chair    (joined at 10:10 A.M.)  
Louis Spera  
Joseph Thibodeau  
Dave Ubell

**MEMBER ABSENT:**

Harold Patton                      Chairman

**OTHERS PRESENT:**

Scott Brownlee                      CDOT – Division of Aeronautics  
Christine Eldridge                      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  
Skip Spear                                      Office of the Attorney General    (arrived at 10:05 A.M.)

1. Meeting commenced at 10:00 A.M.

**2. APPROVAL OF CAB MEETING MINUTES DECEMBER 16, 2009**

Dennis Heap advised the Board that he would entertain a MOTION to approve the minutes from the CAB meeting on December 16, 2009. Joseph Thibodeau made the MOTION to approve the minutes and Louis Spera seconded.

The MOTION carried unanimously.

**3. AMENDMENTS TO THE AGENDA**

There are no amendments to the agenda.

**4. BOARD MEMBER REPORTS**

Joseph Thibodeau advised that the Colorado Pilots Association has developed an electronic version of their newsletter and will encourage members to discontinue receiving the paper version. Louis Spera advised the Board that a new airport manager has been hired at Pueblo Memorial Airport and an announcement is forthcoming on that. Dave Ubell reported that Montrose Regional Airport fuel sales for 2009 were up a half percent overall. Debra Wilcox had nothing to report. Dennis Heap reported that Front Range Airport jet fuel sales in December were up 84% over December 2008.

**5. PUBLIC COMMENTS**

There were no public comments.

**6. AUDIT RECOMMENDATIONS IMPLEMENTATION UPDATE – SCOTT BROWNLEE/SKIP SPEAR/CASEY TIGHE/LEA MASON**

Scott Brownlee advised the Board that the most recent audit responses were submitted to the Office of the State Auditor on Friday, January 8<sup>th</sup>. Scott added that the Legislative Audit Committee would like a representative from the Division, the Board and CDOT to attend the update, scheduled for February 2<sup>nd</sup>.

**6.2 CAB Code of Conduct and 6.3 Self Governance Policy:**

Joseph Thibodeau stressed that although it is preferable to adopt a policy prior to the Legislative Audit Committee update in February, he would caution that it is better to have the document be right than to be done

quickly. Debra Wilcox agreed, but hoped that the Board could have a draft policy prior to the Board meeting scheduled for January 27<sup>th</sup>, with the understanding that the document could be and should be updated in the future as changes occur. Debra, Joseph and Skip Spear plan to meet again on January 19<sup>th</sup> to work on the document. Skip added that he thought the Board was in good shape and can hopefully have a document in place for the next Board meeting.

## **7. 2010 GRANT REVIEW (PART 2)**

Scott Brownlee began by stating that this is a continuation from the Board meeting on December 16, 2009, at which the Board reviewed roughly 2/3 of the 2010 Grant Requests.

**ALAMOSA:** John Sweeney said that Alamosa is requesting 80/20 split for pavement maintenance, which includes a fog seal and remark of runway 2/20; as well as Instrument Landing System (ILS) maintenance support. The amount requested from the State is \$250,000. The staff supports this project.

***Consent Agenda.***

**CANON CITY:** John Sweeney said that Canon City is requesting match on FAA entitlement funds for pavement maintenance on the runway as well as remarking the runway for an instrument approach. This project will include a seal coat and remark for precision markings. The amount requested from the State is \$8,341. The staff supports this project.

***Consent Agenda.***

**ERIE:** TK Gwin said that Erie is requesting 80/20 split for a fuel system upgrade to replace a leaking underground tank with a new above ground system. Erie is also requesting match and overmatch on FAA funds to include joint seal replacement and construction of a new connector taxiway. The total amount requested from the State is \$206,604. The staff supports these projects.

***Consent Agenda.***

**FORT MORGAN:** TK Gwin said that Fort Morgan is requesting 80/20 split for a fuel farm upgrade to include a credit card reader. Fort Morgan is also requesting match on FAA projects to include land acquisition, expansion of the taxilanes to the west and north, as well as an environmental assessment study for the runway project. The total amount requested from the State is \$41,160. The staff supports these projects.

***Consent Agenda.***

**FRONT RANGE:** TK Gwin said that Front Range is requesting match on

FAA entitlement funds to rehab taxiway 7C. TK said that Front Range is also requesting 80/20 split for an environmental study for runway 17/35 and to purchase and equip a used Index B ARFF vehicle. The total amount requested from the State is \$157,499. The staff supports these projects.

***Consent Agenda.***

**GLENWOOD SPRINGS:** Scott Brownlee said that Glenwood Springs is requesting 80/20 split to crack seal the runway and taxiways, patch a low spot on the runway, apply seal coat to the runway and repaint the pavement markings. The amount requested from the State is \$87,290. The staff supports this project.

***Consent Agenda.***

**LEADVILLE:** Scott Brownlee said that Leadville is requesting match and overmatch on a FAA funded Snow Removal Equipment(SRE) building. The total amount requested from the State is \$122,040. The staff supports this project.

***Consent Agenda.***

**LIMON:** TK Gwin said that Limon is requesting match on the federal project to purchase SRE, retro reflectors and pavement maintenance on taxiway, runway and apron remarking. The amount requested from the State is \$11,842. The staff supports this project.

***Consent Agenda.***

**MEEKER:** Scott Brownlee said that Meeker is requesting to match FAA funds for an environmental assessment for an upgrade to the runway. The amount requested from the State is \$7,895. The staff supports this project.

***Consent Agenda.***

**MONTROSE:** Scott Brownlee said that Montrose is requesting match and overmatch on FAA funds for terminal expansion at the airport. The total amount requested from the State is \$250,000. The staff supports this project.

***Consent Agenda.***

**NUCLA:** Scott Brownlee said that Nucla is requesting 80/20 split for pavement maintenance to consist of: runway edge asphalt repair, crack seal, seal coat and repainting of runway 05/23. The amount requested from the State is \$250,000. The staff supports this project.

***Consent Agenda.***

**ROCKY MOUNTAIN METROPOLITAN:** TK Gwin said that Rocky Mountain Metropolitan is requesting match on FAA funds for PAPI Light installation (as part of the FAA requirement for part 139 certification)

and environmental assessment study on runway safety area for 11L/29R (which does not meet part 139 criteria). They are also requesting 50/50 split for pavement maintenance and 75/25 split for security/wildlife fencing. The total amount requested from the State is \$185,094. The staff supports these projects.

***Consent Agenda.***

**STERLING:** TK Gwin said that Sterling is requesting match on FAA funds to reconstruct runway 15/33 and rehabilitate lighting runway 15/33. The amount requested from the State is \$119,966. The staff supports this project.

***Consent Agenda.***

**TRINIDAD:** John Sweeney said that Trinidad is requesting match on FAA entitlement funds for pavement maintenance, to include crackfill seal coat and remark of the runway and taxiways. The amount requested from the State is \$3,947. The staff supports this project.

***Consent Agenda.***

**WALSENBURG:** John Sweeney said that Walsenburg is requesting match on FAA entitlement funds to complete the fuel facility relocation and Phase 1 of the obstruction removal project. The obstruction removal is the next step in the process of getting Walsenburg an approach. The amount requested from the State is \$3,948. The staff supports this project.

***Consent Agenda.***

**LAS ANIMAS:** John Sweeney said that Las Animas is requesting 75/25 split to install runway lights. This runway lighting system would include runway lights, threshold lights and Runway End Identifier Lights (REILS). The lights would be pilot controlled and there will also be a light installed above the windsock in the new segmented circle. The amount requested from the State is \$82,980. The staff supports this project.

***Consent Agenda.***

**FORT COLLINS-LOVELAND & CENTENNIAL INTERNS:** TK Gwin said that Fort Collins-Loveland is requesting 50/50 split to fund an intern, who will begin employment in February. The amount requested from the State is \$14,650.

Centennial is requesting 50/50 split to fund two interns. The first is anticipated to begin employment late summer of 2010 and the second in the fall of 2010. The total amount requested from the State is \$28,080.

The staff supports both of these requests.

***Consent Agenda.***

**LONGMONT:** TK Gwin said that Longmont is requesting 80/20 split to

repaint airfield and navaid markings. The amount requested from the State is \$80,000. Last fall, Longmont was advised by the State and the FAA that they would not be eligible for future grants until the on-going prairie dog issue was mitigated. TK and John Sweeney visited the airport on Monday, January 11<sup>th</sup> and discovered that the fence that had once contained the animals had been removed, allowing the rodents to roam free throughout the airport property. Due to Longmont's position and lack of action on a safety concern regarding prairie dogs at the airport, the staff does not support this request and does not recommend it for approval. Longmont will have the option to present this request before the Board at the Grants Hearing scheduled for January 27<sup>th</sup>.

***NOTE: All Grant requests included a standard Grant Evaluation Form and were 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.***

John Sweeney concluded by presenting the Board with a summary of the 2010 CDAG program, which highlighted the following items:

- 49 Airports and CAOAs will be recipients of grants
- \$5,734,481 will be granted, making it the largest grant cycle ever
- Projected year end fund balance will be \$4 million, which falls within the range established at the August meeting
- Leveraged an estimated \$85 million in FAA funds

## **8. PROPOSED CALENDAR**

The Grant Hearings will take place on Wednesday, January 27<sup>th</sup> at CDOT Headquarters, beginning at 1:30 P.M. The CAOAs Legislative Reception will follow at the Brown Palace, beginning at 5:30 P.M.

## **9. OTHER MATTERS BY MEMBERS**

No other matters were discussed.

## **10. EXECUTIVE SESSION**

At 11:13 A.M., a MOTION was made by Debra Wilcox and seconded by Joseph Thibodeau to enter into Executive Session held in pursuant to Colorado Revised Statute §24-6-402(3)(a)(II) for the purpose of receiving legal advice from Assistant Attorney General Skip Spear regarding the

request from the Denver Auditor that the Attorney General's Office issue a formal opinion concerning whether the use of aviation fuel tax funds by Denver International Airport in the form of credit memos given to airlines constitutes a statutory violation.

The MOTION carried unanimously.

At 11:47 A.M., a MOTION was made by Debra Wilcox and seconded by Joseph Thibodeau to come out of Executive Session.

The MOTION carried unanimously.

**11. ADJOURNMENT**

The meeting adjourned at 11:50 A.M.