



**October 28, 2011  
Front Range Airport  
Watkins, CO**

**Board Meeting**

**MEMBERS PRESENT:**

Dennis Heap	Secretary
Louis Spera	
Joseph Thibodeau	
Dave Ubell	
Debra Wilcox	

**MEMBER 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
Kaitlyn Westendorf	CDOT – Division of Aeronautics
Greg Anderson	Wings Over the Rockies
Richard Baker	Fremont County
Walt Barbo	Colorado Pilots Association
Walt Bell	Colorado Pilots Association
Kendra Cross	USDA
Gary Cyr	Greeley-Weld County Airport

David Kerr	Wings Over the Rockies
Jason Kouger	USDA
Ken Lawson	Front Range Airport
Mandy Longstreth	Greeley-Weld County Airport
Bill Payne	William E. Payne & Associates
Dan Porter	SEH, Incorporated
Ryan Pritchett	Armstrong Consultants Incorporated
Megan Quitter	Wings Over the Rockies
John Sweeney	FAA – Denver ADO
Bill Totten	Colorado Pilots Association

1. Meeting commenced at 10:02 A.M.
2. ***APPROVAL OF CAB MEETING MINUTES FROM AUGUST 26, 2011 AND SEPTEMBER 7, 2011***

Dennis Heap advised the Board that he would entertain a MOTION to approve the minutes from the CAB meeting on August 26<sup>th</sup>. Louis Spera made the MOTION to approve the minutes and Joseph Thibodeau seconded.

The MOTION carried unanimously.

Dennis also advised the Board that he would entertain a MOTION to approve the minutes from the CAB meeting on September 7<sup>th</sup>. Debra Wilcox made the MOTION to approve the minutes and Dave Ubell seconded.

The MOTION carried unanimously.

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

Dave Gordon advised that he would like to add an action item to agenda item #17 for two staff members to attend the upcoming NBAA Schedulers and Dispatchers Conference.

4. ***BOARD MEMBER REPORTS***

Debra Wilcox briefed the Board on her recent travels to GA airports and her attendance at the Colorado Aviation Historical Society luncheon. Dave Ubell recently attended a "Salute to Veteran's" at the Montrose Regional Airport. Louis Spera said that the Pueblo Weisbrod Aircraft Museum hosted a Young Eagle's flight, which was enjoyed by approximately 60-70 kids.

Joseph Thibodeau went into more detail about the Colorado Aviation Historical Society luncheon and the Hall of Fame inductions. Dennis Heap took a moment to speak about the recent departure of John Sweeney from the Division of Aeronautics and acknowledge the contributions he has made to the aviation system in the State of Colorado.

**5. *DIRECTOR'S REPORT – DAVE GORDON***

Dave Gordon referred to a memo that was given to the Board which gave a summary of activities and issues since the last Board meeting. Dave advised the Board that Governor Hickenlooper has approved the re-appointment of Joseph Thibodeau to the Board and the appointment of Kenny Maenpa to take the position that will be vacant once Dennis Heap's term ends. These Board positions must still be confirmed by the State Senate sometime in early spring of 2012. Dave provided the Board with a handout, which gave a synopsis of the Spaceport program that may soon be coming to Front Range Airport and how it will affect Colorado.

**6. *PUBLIC COMMENTS***

Walt Barbo spoke about some recent events at the Colorado Pilots Association. Gary Cyr introduced himself and Mandy Longstreth to the Board.

**7. *FINANCIAL REPORT – GREG GOLDMAN***

Greg Goldman referred to a handout that was provided to the Board that outlines the current financial status at the Division. Dave Gordon took a moment to publicly recognize the valuable job that Greg has done for the Division and the confidence we have in the financial reports he provides.

**8. *PHASE II & PHASE III UPDATE – BILL PAYNE***

Bill Payne gave a brief update on the status of Phase II and stated that he and Dave Gordon will be travelling to Washington D.C. in the near future for Phase III.

**9. *SYSTEM PLAN UPDATE – SCOTT BROWNLEE***

Scott Brownlee referred to a handout and slide show to give information to the Board on the progress on the Systems Plan. Scott said that the last update took place in 2005 and since then, conditions within some market

areas have changed. At that time, a few airports anticipated need and growth that did not occur and because of this and other factors, recommended role changes for a few system airports have been identified. Based on information gathered thus far, the decision has been made to move Colorado Plains Regional Airport, Kit Carson Airport and Perry Stokes Airport from the “Major Airport” role category to the “Intermediate Airport” category.

**10. GRANT MANAGEMENT MANUAL UPDATE – SCOTT BROWNLEE**

Scott Brownlee advised the Board that as a follow up to the previous discussion and presentation at the CAB meeting in August, we would propose a revision to the Division’s Grant Management Manual to add a section called “Tier Two Funding Requests”. The language that will be adopted into the manual was provided to the Board for review. Louis Spera made the MOTION to approve this request and Joseph Thibodeau seconded.

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

**11. 11-BDU-01 BOULDER SUPPLEMENTAL FUNDING REQUEST – TK GWIN**

TK Gwin said that the FAA was able to increase their funding to the project at Boulder, which will enable three more rows of tie-downs to be rehabilitated. Also, more importantly, the western edge of the new paving will now connect with the eastern edge of the paving done in 2008, creating a better apron with fewer paving seams. The additional amount requested from the State is \$4,738.48 and the staff supports project. Debra Wilcox made the MOTION to approve this request and Joseph Thibodeau seconded.

The MOTION carried unanimously.

**12. 2012 GREELEY INTERN REQUEST – TK GWIN**

TK Gwin said that Greeley is requesting 50/50 split to fund an intern for one year, beginning January 2012. The amount requested from the State is \$16,640. The staff supports this project. Louis Spera made the MOTION to approve this request and Joseph Thibodeau seconded.

The MOTION carried unanimously.

**13. 10-GUC-01 SCOPE OF WORK CHANGE REQUEST – SCOTT BROWNLEE**

Scott Brownlee said that Gunnison was awarded a grant to construct a general aviation concrete hardstand and to match FAA funds to rehabilitate a portion of their general aviation ramp and taxiway alpha from A1 to A3. The grant was in the amount of \$177,196. Subsequently, the airport realized concrete problems with the commercial ramp were more serious and it was deteriorating quicker than expected. This discovery resulted in the FAA changing their funding from the general aviation ramp and taxiway to the commercial ramp and taxiway. As a result, the airport is requesting to change the description of their State grant accordingly. There is no change to the dollar amount awarded and the staff supports this request. Dave Ubell made the MOTION to approve this request and Louis Spera seconded.

The MOTION carried unanimously.

**14. USDA UPDATE – SCOTT BROWNLEE & KENDRA CROSS**

Scott Brownlee said that the wildlife hazard management assistance provided by the USDA to Colorado airports over the past couple years has been extremely beneficial. With the Board's approval in May 2011, the Division entered another years Cooperative Service agreement for airport assistance and expanded the program to complete Wildlife Hazard Assessments (WHA's) at two FAA designated Group I airports in Colorado. This agreement has been executed by all parties and will go into effect on November 1<sup>st</sup>. Kendra Cross introduced Jason Kougher, the Wildlife Biologist who will be completing the WHA's. Kendra told the Board that the FAA is really impressed with the cooperative effort the USDA has with the State of Colorado.

**15. WINGS OVER THE ROCKIES MUSEUM UPDATE – GREG ANDERSON**

Greg Anderson had a slide-show presentation updating the Board on the current events and future plans for the Wings Over the Rockies Museum. Megan Quitter also updated the Board on the status of the education program that was partially funded with CDAG monies.

**16. 2011 OSHKOSH PRESENTATION – SHAHN SEDERBERG**

Shahn Sederberg briefed the Board on his attendance at the 2011 EAA AirVenture in Oshkosh in July. Dave Gordon was able to attend this event as well. Shahn explained the benefits of our participation at this function, followed by a video presentation featuring some of the highlights of the event.

**17. 2011 NBAA DEBRIEF – SHAHN SEDERBERG & KAITLYN WESTENDORF**

Kaitlyn Westendorf said that as in years past, the Colorado consortium at NBAA was a success. As a result of this year's convention, it was suggested by several people that the Division should have a presence at the NBAA Schedulers and Dispatchers Conference. This conference is intended to provide NBAA members an opportunity to meet the individuals who are directly responsible for the scheduling and dispatching of aircraft at flight departments of all sizes throughout the world. Kaitlyn said that several Colorado airports already attend the conference individually and that our involvement would allow a new market group to have exposure to our airports as a collection. Kaitlyn said that the Division is proposing that she and Shahn attend the Schedulers and Dispatchers Conference in January 2012 to evaluate the validity of our office becoming involved in this aspect of NBAA. Since there is money remaining in the current NBAA fund, no additional funds are being requested. Louis Spera made the MOTION to approve this request and Dave Ubell seconded.

The MOTION carried unanimously.

***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.***

**18. PROPOSED CALENDAR**

The next Board meeting will be held at CDOT Headquarters on Wednesday, December 14, 2011, which will be the 2012 Grant Review. The Grant Hearings will take place on Monday, January 23, 2012 at the Westminster Westin.

**19. OTHER MATTERS BY MEMBERS**

Debra Wilcox asked for an update on the Centennial Airport run-up request brought before the Board on September 7<sup>th</sup>. TK Gwin stated that the FAA was able to fund the project so the question of FAA money being used before State money is no longer an issue.

**20. ADJOURNMENT**

The meeting adjourned at 12:19 P.M.