



**June 24, 2011
Pueblo Memorial Airport
Pueblo, CO**

Board Meeting

MEMBERS PRESENT:

Dale Hancock	Vice-Chair
Dennis Heap	Secretary
Louis Spera	
Joseph Thibodeau	via teleconference
Dave Ubell	
Debra Wilcox	via teleconference

MEMBER ABSENT:

Harold Patton	Chairman
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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
Debbie Bell	Fremont County
Dan Callender	Colorado Aviation Historical Society
Dave Callender	Colorado Aviation Historical Society
Leslee Fresquez	Las Animas County

Barb Fritsche	SH&E
Jeff Holwell	Wings Over the Rockies
Edie McLish	Fremont Economic Development Corporation
Leonard Mino	Fremont County
Megan Quitter	Wings Over the Rockies
Lee Siudzinski	Wings Over the Rockies
Susan Ubell	
Darci Wert	Fantasy of Flight

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

2. ***APPROVAL OF CAB MEETING MINUTES FROM MARCH 22, APRIL 13, APRIL 26, AND MAY 31, 2011***

Dale Hancock advised the Board that he would entertain a MOTION to approve the minutes from the CAB meetings on March 22, April 13, April 26 and May 31. Louis Spera made the MOTION to approve the minutes and Dennis Heap seconded.

The MOTION carried unanimously.

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

It was suggested that the Education Grant discussion take place immediately following the Director's Report. Dale Hancock suggested that the 2012 Board Elections be postponed until the next Board meeting, set for August 26th. Debra Wilcox made the MOTION to postpone the elections and Joseph Thibodeau seconded.

The MOTION carried unanimously.

4. ***BOARD MEMBER REPORTS***

Louis Spera gave a brief update about the new runway at the Pueblo Memorial Airport. Louis thanked the Board and Division staff for holding this meeting in Pueblo. Dennis Heap also thanked Pueblo for hosting this meeting. Dennis gave a brief update on the current state of aviation fuel sales. Dale Hancock spoke briefly about a solar project at the Garfield Regional Airport and also invited everyone to the annual airshow at the airport on July 8th and 9th. Dave Ubell expressed his gratitude to Pueblo for hosting this meeting. Dave then gave a brief update on a recent Montrose County Commissioners meeting, in

which the Inter-Governmental Agreement was signed for Phase II of the Radar Project. Debra Wilcox stated that she was in Washington D.C. last week. Joseph Thibodeau acknowledged the passing of Harold Patton's son and asked the Division to send either a floral arrangement or other appropriate memento on behalf of the Board.

5. PUBLIC COMMENTS

Richard Baker spoke briefly about the recent fires in Fremont County and the role that the airport played in helping to fight those fires. Dave Callender advised the Board about a fly-in sponsored by the Colorado Aviation Historical Society that will take place on July 16th at the Rocky Mountain Metropolitan Airport. Dave also invited everyone to the Colorado Aviation Hall of Fame Banquet on October 16th at the Wings Over the Rockies Air & Space Museum. Leslee Fresquez informed the Board that this is the first meeting she has attended and took a moment to thank the Board for their generosity for the grants they have given to Perry Stokes Airport over the years.

6. DIRECTOR'S REPORT – DAVE GORDON

Dave Gordon referred to a memo that was given to the Board which outlined some of the activities and issues at the Division since the last meeting. Dave also informed the Board that Bill Payne was recently awarded the *Elroy Jeppeson Award* at the CABA "Aviation Saves" event on June 10th.

7. GRANT MANAGEMENT MANUAL UPDATE – TK GWIN & DAVE GORDON

Dave Gordon said that the Division has incorporated the Education Policy adopted by the Board into the Discretionary Grant Program Manual. The chapter referring to internships was left undisturbed and a new chapter was added covering the education grants, which is appropriate due to the separate funding considerations. Dave Ubell made the MOTION to update the Grant Management Manual and Louis Spera seconded.

The MOTION carried unanimously.

8. 2011 CDAG EDUCATION GRANTS – TK GWIN

TK Gwin said that as a result of the need for an Education Policy, the Board delayed consideration of all education grant requests in January of this year. The Board adopted the Education Policy during a telephone meeting on May 31st. The Division has provided an opportunity for those that submitted

education grant requests to update or resubmit those requests based on the recently adopted policy.

8.1 Wings Over the Rockies Air & Space Museum

TK Gwin said that the Wings Museum wants to continue the Wings Aerospace Science Program (WASP) and KidSpace. Megan Quitter spoke to the Board on behalf of the museum. The total amount requested from the State is \$125,278. Dennis Heap made the MOTION to approve this request, with the stipulation that there must be some method to measure success and value of the program and Louis Spera seconded.

The MOTION carried unanimously.

8.2 Fantasy of Flight

TK said that Fantasy of Flight has created a program called Fun & Learning (or FLYT) for youth and teachers. They want to offer three multi-day events at rural locations during the 2011 year. This program will also include K-12 and educators. Darci Wert spoke to the Board on behalf of Fantasy of Flight. The total amount requested from the State is \$55,000. Dennis Heap made the MOTION to approve this request, with the stipulation that there must be some method to measure success and value of the program and Joseph Thibodeau seconded.

The MOTION carried unanimously.

8.3 Colorado Airport Operators Association (CAOA)

TK said that CAOAA is requesting funds to train airport professionals. They would like to continue funding for internet training, as well as training on environmental issues and pavement maintenance matters. The total amount requested from the State is \$45,000. Dennis Heap made the MOTION to approve this request, with the stipulation that there must be some method to measure success and value of the program and Joseph Thibodeau seconded.

The MOTION carried unanimously.

8.4 Colorado Pilots Association

TK said that the Colorado Pilots Association is requesting funding to update equipment and course materials for the organization's nationally acclaimed Mountain Flying Program. The total amount requested from the State is

\$8,150. Dennis Heap made the MOTION to approve this request, with the stipulation that there must be some method to measure success and value of the program and Joseph Thibodeau seconded.

The MOTION carried unanimously.

8.5 Colorado Aviation Historical Society

TK said that the Colorado Aviation Historical Society is asking for equipment to educate the public about aviation history. The total amount requested from the State is \$9,000. Dennis Heap made the MOTION to approve this request, with the stipulation that there must be some method to measure success and value of the program and Joseph Thibodeau seconded.

The MOTION carried unanimously.

At this time, Debra Wilcox departed the meeting.

9. 2011 SYSTEMS PLAN UPDATE – SCOTT BROWNLEE & BARB FRITSCHÉ

Scott Brownlee introduced Barb Fritsche to the Board. Barb proceeded to give the Board a brief update on the progress of the Systems Plan thus far and advised them of the next step in the process.

At this time, Joseph Thibodeau departed the meeting.

10. FINANCIAL REPORT – GREG GOLDMAN

Greg Goldman referred to several spreadsheets provided to the Board that outlined the status of the Division's finances for FY11 and forecasts for FY12.

11. BUDGET APPROVALS

9.1 Administrative Budget Approval

On behalf of the Division, Greg asked the Board to approve the 2012 Administrative Budget in the amount of \$888,987. Dennis Heap made the MOTION to approve this request and Louis Spera seconded.

The MOTION carried unanimously.

9.2 2012 Re-Appropriations Request

On behalf of the Division, Greg asked the Board to approve the 2012 Re-Appropriations request in the amount of \$20,773,757. Louis Spera made the MOTION to approve this request and Dave Ubell seconded.

The MOTION carried unanimously.

12. 2012 DIVISION FUNDING REQUESTS CONSENT AGENDA

Dave Gordon explained that per the audit, we liquidate non-committed funds at the end of each fiscal year and make a request for the required amount of each project annually at the beginning of each year. The Board was provided an outline of funding requests for continuing Division projects with a total dollar amount of \$1,025,000. Dave Ubell made the MOTION to approve this request and Dennis Heap seconded.

The MOTION carried unanimously.

13. 12-GJT-101 GRAND JUNCTION REGIONAL INTERN REQUEST – SCOTT BROWNLEE

Scott Brownlee said that Grand Junction is requesting 50/50 split to fund an intern for one year, beginning September 2011. The amount requested from the State is \$16,640. The staff supports this project. Louis Spera made the MOTION to approve this request and Dave Ubell seconded.

The MOTION carried unanimously.

14. 12-DRO-01 DURANGO OUT-OF-CYCLE GRANT REQUEST – SCOTT BROWNLEE

Scott said that Durango is requesting an out-of-cycle grant to rehabilitate the commercial aircraft parking area and reconstruct the terminal area ground service equipment area. The bids for the project came in over budget and the airport does not have the funds to proceed without State assistance. If the airport had known the costs during the last grant cycle, they would have included this as part of the 2011 CDAG grant request. The amount requested from the State is \$200,000. The staff supports this project. Dave Ubell made the MOTION to approve this request and Louis Spera seconded.

The MOTION carried unanimously.

15. 12-TAD-01 PERRY STOKES OUT-OF-CYCLE GRANT REQUEST – JOHN SWEENEY

John Sweeney said that Trinidad has requested this out-of-cycle grant to replace an old underground 100LL storage tank that is at the end of its life cycle. A recent inspection of the tank revealed that if it were to leak, it would go undetected for an hour and that the gauge that detects leaks is obsolete and replacement parts are not available. This tank will be replaced with a 12,000 gallon above ground storage tank. The amount requested from the State is \$180,999. Louis Spera made the MOTION to approve this request and Dennis Heap seconded.

The MOTION carried unanimously.

16. 10-7V9-01 LAS ANIMAS SUPPLEMENTAL FUNDING REQUEST – JOHN SWEENEY

John said that Las Animas has requested supplemental funding to the 2010 grant for runway lighting. The additional funds are being requested because the estimates at the time of the grant application were too low. John provided the Board with a breakdown of the project costs. The supplemental amount requested from the State is \$45,375. Louis Spera made the MOTION to approve this request and Dennis Heap seconded.

The MOTION carried by a vote of 3-1. Dale Hancock voted no.

Dale Hancock wanted the record to reflect that mobilization costs should have been included in the original budget for this project.

17. 11-20V-01 KREMMLING SUPPLEMENTAL FUNDING REQUEST – TK GWIN

TK Gwin said that in the 2011 grant cycle the Board awarded a grant of \$10,800 to Kremmling to upgrade the existing fuel system by adding a credit card reader. Upon inspection by the company doing the work, it was found that the fuel system is in need of more work than they originally thought. This work is not only related to the airport's ability to provide fuel from an operations and economics standpoint, but also from a safety and environmental point. The amount requested by the State is \$44,325. Dave Ubell made the MOTION to approve this request and Dennis Heap 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. SIGNING OF ANNUAL CONFLICT OF INTEREST STATEMENTS

The Board signed the statements and handed them in to the Division.

19. PROPOSED CALENDAR

The next Board meeting will take place on Friday, August 26th at Jeppeson in Englewood.

20. ADJOURNMENT

Dave Ubell made a MOTION to adjourn this meeting and Dennis Heap seconded.

The MOTION carried unanimously.

The meeting adjourned at 12:44 P.M.