



**June 25, 2013
Front Range Airport
Watkins, CO**

Board Meeting

MEMBERS PRESENT:

Joseph Thibodeau	Chairman
Dale Hancock	Vice-Chair
Debra Wilcox	Secretary
Jeff Forrest	
Kenny Maenpa	
John Reams	
William "T" Thompson	

OTHERS PRESENT:

Dave Gordon	CDOT – Division of Aeronautics
Christine Eldridge	CDOT – Division of Aeronautics
Greg Goldman	CDOT – Division of Aeronautics
Todd Green	CDOT – Division of Aeronautics
TK Gwin	CDOT – Division of Aeronautics
Shahn Sederberg	CDOT – Division of Aeronautics
Scott Storie	CDOT – Division of Aeronautics
Kaitlyn Westendorf	CDOT – Division of Aeronautics
Richard Baker	Fremont County
Walt Barbo	Colorado Pilots
Neil Harman	Fremont County
David Kerr	Wings Over the Rockies Museum
Weston McCary	Front Range Airport/SPC/MSU
Leo Milan, Jr	Office of the Attorney General
Megan Quitter	Wings Over the Rockies Museum
Lee Siudzinski	Wings Over the Rockies Museum

Karla Tartz
Bill Totten
Bill Payne

Office of Economic Development & International Trade
Colorado Pilots
William E Payne & Associates

1. Meeting commenced at 12:56 P.M.

2. APPROVAL OF CAB MEETING MINUTES

2.1 May 30, 2013

Jeff Forrest made the MOTION to approve the minutes from the May 30, 2013 CAB meeting and Debra Wilcox seconded.

The MOTION carried unanimously.

2.2 June 19, 2013 Board Discussion

Kenny Maenpa made the MOTION to approve the minutes from the June 19, 2013 Board Discussion and Debra Wilcox seconded.

The MOTION carried unanimously.

3. AMENDMENTS TO THE AGENDA

Dave Gordon added a discussion by the Office of Economic Development and International Trade (OEDIT) to agenda item 13.

4. BOARD MEMBER REPORTS

William "T" Thompson, Kenny Maenpa, Debra Wilcox, Jeff Forrest and John Reams had nothing to report. Dale Hancock talked briefly about Club 20.

5. PUBLIC COMMENTS

Bill Totten gave an update on a recent automobile accident that some Colorado pilots were involved in. Richard Baker gave an update on the fires burning in Fremont County.

6. DIRECTOR'S REPORT – DAVID GORDON

Dave referred to a memo given to the Board that outlines current activities and issues at the Division. Dave briefed the Board on the many meetings and functions he has recently participated in. Dave recently attended the Next-Generation Suborbital Researcher's Conference and said it was very informative. Other topics discussed were the Colorado Economic Impact Study, the Aerospace Industry, the Aeronautics Sustainability Study, Blended Airspace and the policy for Education Grants.

7. FINANCIAL UPDATE – GREG GOLDMAN

Greg Goldman referred to several spreadsheets provided to the Board that outlined the status of the Division's finances for FY13 and forecasts for FY14. Greg informed the Board that \$27.2 million has been returned to local airport operating authorities, as required by statute. Greg added that the uncommitted fund balance after Board action today will be approximately \$9.4 million. Based on forecasted revenue for FY14 of \$43.1 million, at least \$15.8 million will be available for CDAG awards.

8. FY 2014 BUDGET APPROVALS

8.1 2014 Re-Appropriations Request

On behalf of the Division, Greg asked the Board to approve the 2014 Re-appropriations request in the amount of \$32,413,383. Debra Wilcox made the MOTION to approve this request and Jeff Forrest seconded.

The MOTION carried unanimously.

9. OUT-OF-CYCLE GRANT REQUESTS

9.1 Colorado Airport Operator's Association – Kaitlyn Westendorf

Kaitlyn Westendorf said that in 2010 the Board approved a grant to CAO for the Colorado Aviation Recovery Support Team (CARST). This grant was a 90/10 split for financial support of the CARST team members' expenses, in the event that they need to respond to an airport after an incident. The current grant expires June 30, 2013 with the full amount of \$5,000 unspent. At this time, CAO is requesting a new CARST grant at a 50/50 split, with the State amount being \$5,000. The staff supports this request. William "T" Thompson made the MOTION to approve this request and John Reams seconded. Kenny Manepa abstained from the vote.

The MOTION carried unanimously.

9.2 Colorado Airport Operator's Association AWOS Request

Kaitlyn said that the Division would like to continue to work with CAO to provide funding to each airport with a non-Federal AWOS for collection and forwarding of weather data into the FAA Weather national database for distribution to pilots. The contract currently includes 15 airports with the capability to add airports if necessary. This grant is in the best interest of the State, FAA and the flying public. The amount requested is \$25,000 and will continue the AWOS contract for three more years. John Reams made the MOTION to approve this request and Debra Wilcox seconded. Kenny Maenpa abstained from the vote.

The MOTION carried unanimously.

10. SUPPLEMENTAL FUNDING REQUESTS

10.1 Fort Collins/Loveland 13-FNL-01 – Todd Green

Todd Green said that Fort Collins/Loveland is requesting supplemental funding for their 2013 grant of \$940,000, which is match and overmatch to rehabilitate/reconstruct their apron and connectors. Due to bids coming in higher than expected, the FAA, the airport and the Division determined that the scope needed to be decreased to just apron work. Even by decreasing the scope, the project was still about \$130,000 short in funding and there are no additional Federal funds available for the project. To complete this project, the airport is requesting an additional \$118,000 of State funding. William "T" Thompson made the MOTION to approve this request and Debra Wilcox seconded.

The MOTION carried unanimously.

10.2 Meeker 13-EEO-01 – Scott Storie

Scott Storie said that Meeker is requesting a FY 2014 Tier 1 Grant out of cycle in order to create supplemental funding for their 2013 Tier 2 Grant. This grant was previously approved by the Board for \$2,654,513 of which \$2,646,180 was allocated to the large aircraft apron construction. The lowest bid for the apron construction came in approximately \$683,000 over current funding. The sponsor, consultant and low bidder have successfully reduced the project cost by \$575,000 through negotiations with the low bidder as well as removing some

non-essential project items. The requested additional funds would cover the remaining shortage and provide contingency for the project moving forward. The airport is requesting an additional \$400,000 of state funding in lieu of a normal cycle 2014 Tier 1 Grant. The staff supports this request. Kenny Maenpa made the MOTION to approve this request and William “T” Thompson seconded.

The MOTION carried unanimously.

At this time, Joseph Thibodeau made the request to move Agenda Item 12 to the next topic discussed, since Debra Wilcox had to depart the meeting shortly and he wanted her involvement in the discussion. The Board will resume discussing Item 10.3 immediately following this topic.

12. EDUCATION POLICY DISCUSSION & ACCEPTANCE

TK spoke briefly about the rough draft Education Grant Management Policy that was sent to the Board for review. Suggested revisions were sent from the Board to TK, which will be incorporated into the finished product. Kenny Maenpa made the MOTION to approve the draft policy as presented, pending the changes suggested by the Board, with final review and approval by the Board and Jeff Forrest seconded.

The MOTION carried unanimously.

At this time, Joseph Thibodeau called for a 10 minute break. Debra Wilcox departed the meeting.

10.3 Blake Field 13-AJZ-01 – Scott Storie

Scott said that Delta County was awarded \$216,952 in State funding to purchase a tractor, update their Airport Layout Plan (ALP) and for pavement maintenance. Delta County is requesting supplemental funding for their ALP Update Project, which will allow the collection of required Airports Geographic Information System (AGIS) data. A recent mandate requiring the collection of AGIS data with ALP Updates was not known at the time this grant was originally requested. The additional amount requested from the State is \$100,000 and the staff supports this request. William “T” Thompson made the MOTION to approve this request and Kenny Maenpa seconded.

The MOTION carried unanimously.

NOTE: All grant requests included standard Grant Evaluation Forms 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.

11. WINGS OVER THE ROCKIES EDUCATION PRESENTATION – Megan Quitter

Megan Quitter started by showing the Board a Wings Aerospace Science Program (WASP) kit that is provided to the educators who have taken the training offered by the museum. Megan gave a brief explanation of what the training entails and a status on how many teachers have been trained, so far, this year. Megan introduced Dr. Lee Siudzinski, who serves as a major aviation education consultant for the museum. Dr. Siudzinski gave a presentation on the research that is taking place to evaluate and continue to improve the WASP program.

13. AEROSPACE INDUSTRY OVERVIEW

David Gordon introduced Karla Tartz, who is the Deputy Director and Chief of Strategy for the Office of Economic Development and International Trade (OEDIT). Karla gave an overview of the involvement of OEDIT in the Aerospace Industry. The Board agreed to have future discussions on how the Division and the Board may fit in with what OEDIT is pursuing, in relation to the Aerospace Industry in Colorado.

14. SIGNING OF THE ANNUAL CONFLICT OF INTEREST STATEMENT

The Board signed the Conflict of Interest Statements and handed them in to the Division.

15. BOARD ELECTIONS

Joseph Thibodeau reminded everyone that the Board Elections took place at the December 20, 2012, meeting and asked Leo Milan if it was necessary to hold a new election for the upcoming new fiscal year. Leo said that the elections must take place annually, but there is no designation as to what time of the year they must take place. Leo concluded by saying the requirement has been satisfied with the election last December.

16. PROPOSED CALENDAR

There will be no July meeting. The next meeting will take place in Akron on Thursday, August 8, 2013.

17. OTHER MATTERS BY MEMBERS

There were no other matters.

18. The meeting adjourned at 3:26 P.M.