



MINUTES

Board Meeting

Thursday, June 2, 2016 | 1:00 pm
DoubleTree by Hilton Hotel Durango
501 Camino Del Rio | Durango, CO 81301

MEMBERS PRESENT:

Ray Beck	Chairman
Ann Beardall	Vice-Chair
John Reams	Secretary
Jeff Forrest	
Robert Olislagers	
Joe Rice	

MEMBER ABSENT & EXCUSED:

William "T" Thompson

OTHERS PRESENT:

David Ulane	CDOT - Division of Aeronautics Director
Christine Eldridge	CDOT - Division of Aeronautics
Todd Green	CDOT - Division of Aeronautics
Bryce Shuck	CDOT - Division of Aeronautics
Shahn Sederberg	CDOT - Division of Aeronautics
Scott Storie	CDOT - Division of Aeronautics
Kaitlyn Westendorf	CDOT - Division of Aeronautics
Cooper Anderson	Greeley-Weld County Airport
Todd Andrews	Woolpert
Richard Baker	Fremont County Airport
Julie Barrow	RS&H
Michael Becker	RS&H
Kathryn Bennett	Armstrong Consultants
Linda Bruce	FAA - Denver ADO
Don Castellano	Jacobs Engineering
Brian Condie	Rifle Garfield County Airport
Dennis Corsi	Armstrong Consultants, Inc
Colleen Cummins	Jviation
Bradley Curtis	Fort Morgan Airport
Gary Cyr	Greeley-Weld County Airport
Jay Dankoff	Convergent Performance
Gigi Dennis	San Luis Valley Regional Airport



Brent Dorion	RPM Tech Group
Alex Everman	Eagle County Regional Airport
Michael Ficklin	Harris
Hilary Fletcher	Jviation
Angela Folkestad	CO/WY Chapter - ACPA
Tim Gallagher	San Luis Valley Regional Airport
David Gordon	Technology Plus Inc
Paul Gordon	Vail Valley Jet Center
Steve Hadley	National Business Aviation Association
Ryan Hayes	Mead & Hunt
Dylan Heberlein	Centennial Airport
Warren Hendrickson	AOPA
Lorie Hinton	Centennial Airport/Colorado Airport Operator's Association
Jake Hoban	Armstrong Consultants, Inc
Kevin Hoffman	Woolpert
Bryan Johnson	Rocky Mountain Metropolitan Airport
Mark Kimberling	NASAO
Adam Kittinger	City of Steamboat Springs
Jason Krueger	Rangely Airport
David Kuxhausen	Woolpert
Steve Lee	Denver International Airport/Colorado Airport Operator's Association
Jason Licon	Fort Collins-Loveland Airport
Jay Lindell	Colorado Office of Economic Development & International Trade
Mandy Longstreth	Greeley-Weld County Airport
Russ Machen	Cortez Airport
Kenny Maenpa	Jacobs Engineering
Frank Mauwain	Garner
Charles May	Sterling Airport
Sheryl Mayes	Thales
Jeremy McAlister	GDA Engineers
Aubrey McGonigle	Rocky Mountain Metropolitan Airport
Alex McKean	RS&H
Brett Miller	Colorado Springs Municipal Airport
Gene Murphy	SHE Consulting
Dave Nafie	WHPacific
Matt Northrup	Greeley-Weld County Airport
Zechariah Papp	Harriet Alexander Airfield, Salida
Bill Payne	William E Payne & Associates
Ryan Pritchett	Armstrong Consultants, Inc
Brandy Reitter	Town of Buena Vista
Andy Remstad	Jviation
Justin Ritter	Jacobs Engineering
Brad Rolf	Mead & Hunt
Dave Ruppel	Front Range Airport
Chris Schaffer	FAA - Denver ADO
Beth Schatz	WHPacific
Ginger Scott	City of Steamboat Springs
Zac Simpson	Garner
Luke Skaflen	Centennial Airport
Benjamin Squire	Colorado Springs Municipal Airport
Kevin Stockton	RS&H



Mark Stormberg	Tectonic Management Group
Nick Tessitore	Burns & McDonnell
John Thompson	CH2M
Jill Van Deel	Town of Buena Vista
Brian Ward	Jacobs Engineering
Jon Weeks	Jviation
Lauren Wiarda	Centennial Airport
Jen Wolchansky	Mead & Hunt

1. CALL TO ORDER

Meeting commenced at 1:04 pm. Ray Beck took a moment to acknowledge Memorial Day and the sacrifices that veterans make to serve our country.

2. APPROVAL OF MEETING MINUTES

Joe Rice made the MOTION to approve the minutes from March 9, 2016 and Jeff Forrest seconded.

The MOTION carried unanimously.

3. AMENDMENTS TO THE AGENDA

There were no amendments to the agenda. Ann Beardall made the MOTION to approve the agenda as presented and John Reams seconded.

The MOTION carried unanimously.

4. BOARD MEMBER REPORTS

Robert Olislagers had nothing to report. Joe Rice said that Aerospace & Defense Industry Day will take place on June 28th in Jefferson County. Joe also commended the Director and staff for getting a handle on the Division's Aviation Fund and is hoping to have a conversation about the financial future and fund projections. John Reams had nothing to report. Ann Beardall acknowledged that June is Colorado Aviation Month and spoke briefly about a few upcoming aviation events. Jeff Forrest said that Colorado Mesa University is starting an Aviation Program. Ray Beck took a moment to thank Colorado Airport Operator's Association (CAOA) for their work on this conference. Ray added that the CAB would like to have a workshop with Division staff at the October meeting, to discuss goals and objectives for the coming year.

5. PUBLIC COMMENTS

There were no public comments.



6. DIVISION 25TH ANNIVERSARY SPECIAL PRESENTATION

David Ulane said that the Division staff is proud to celebrate our 25th anniversary. In celebration of this milestone, Shahn Sederberg produced a video highlighting many of the great achievements the Division has made since its inception in 1991. David was pleased to unveil the video to this audience. After the conclusion of the video, David acknowledged the 25th Anniversary poster that Terry Van Sant designed and announced that everyone at the conference would receive a copy of it.

7. SPECIAL AIRPORT RECOGNITIONS

David Ulane said that for the sixth consecutive year, Governor Hickenlooper has proclaimed June as General Aviation Appreciation Month in Colorado. David took a moment to read the proclamation and presented it to Lorie Hinton on behalf of CAO. David then spoke about how Colorado is the first state in the country to do a statewide General Aviation Airport Sustainability Study. The Division, along with the Federal Aviation Administration (FAA), partnered with Centennial Airport, Rifle Garfield County Airport and Fremont County Airport to accomplish this study. Each of the three airports were then presented with proclamations from Governor Hickenlooper, honoring their respective airports for participating in this study. As recognition of such, June 2nd has been declared Rifle Garfield County Airport Day; June 3rd has been declared as Centennial Airport Day; and June 1st was declared Fremont County Airport day.

8. DIRECTOR'S REPORT

Ray Beck took a moment to praise David Ulane for his leadership and to congratulate him on his one year anniversary with the Division, which will be July 1st. David referred to a written memo provided to the CAB in their packet, outlining his activities since the last meeting. In the interest of time, he said that he would answer any questions the Board had about that report, rather than addressing each topic at length. David was happy to announce that the Division offices will remain at Front Range Airport and will not have to move to the new CDOT Headquarters location.

9. PARAGON AUDIT PROGRESS REPORT

David Ulane said that staff still expects to have a majority of the 23 recommendations addressed by the end of June. As of now, only five items remain open and we expect to close three of those by the end of August.

10. FINANCIAL UPDATE

10.1 Aviation Fund Update

David Ulane introduced Bryce Shuck to the audience and spoke briefly about his background. David reiterated the message he gave at the CAO Conference in January about the Division being very transparent and open about our financial situation and forecasting. At this time, we are going to continue to advise the airports to plan on a maximum of \$150,000 matching grant per FAA project for the 2017 Grant Program.



10.2 Financial Update Dashboard

Bryce referred to the financial dashboards within the Board Packet and discussed the information contained in each of the six graphs. As of the end of April, the Aviation Fund balance was -\$3.944M. The interest rate on our loan with the State Treasurer is now 1.01 percent. The monthly interest payment was \$2,311 and the total interest paid on the loan, thus far, is \$19,061. Bryce stated that the Division was charged an additional \$300 for an adjustment done to the FY15 numbers and this should not be a recurring issue. Our recovery date still stands at late fiscal year 2020. We should reverse our negative trend sometime around September 2017. Sales tax refunds disbursed back to the airports in April totaled \$666,462. In April, the Excise revenues to the Division were \$96,275 and \$266,945 was disbursed back to the airports, which included figures from December, January and February. Our FY16 revenue forecast is \$16.6M at fiscal year end. Bryce said that in April, the Division's administrative expenditures were \$81,425, bringing the cumulative fiscal year administrative costs to \$828,325. The forecasted cumulative amount we anticipate expending is a total of \$1.002M by year end against the budget of \$1.104M, bringing us \$102,918 under budget.

10.3 Grant Administrative Update

Kaitlyn Westendorf referred to a memo provided to the CAB, detailing grants that have had or are in the process of executing administrative amendments and/or new intern program contracts since the last Board meeting. These are typically done for grant amendments that do not require a change in scope of work or additional funding. Term extensions are also a part of this procedure. In the interest of time, Kaitlyn did not go into detail about each grant amendment, but rather informed the Board that if they had any questions on any of the projects, the planners would be more than happy to elaborate. There were no questions from the Board.

11. ALAMOSA COUNTY 2016 SCOPE AMENDMENT REQUEST

Kaitlyn Westendorf said that Alamosa is requesting a scope change to their 2016 grant, which has been awarded, but not yet contracted. The original scope included runway design, but they were told by the FAA that they need to change some markings on the crosswind runway. Therefore, we would like to include lighting and signage to the scope of work on this grant. Robert Olislagers made the MOTION to approve this amendment and Jeff Forrest seconded.

The MOTION carried unanimously.

12. CAB GOVERNANCE DOCUMENT REVIEW

David Ulane said that staff has reviewed this document and has provided the Attorney General's Office with proposed revisions. Since we have not yet heard back from them, it is suggested that we move this topic to the August CAB meeting. The Board agreed.

13. WIDE AREA MULTILATERATION (WAM) - PHASE III UPDATE

Bill Payne updated the Board on Unmanned Aerial Systems (UAS) and Virtual Air Traffic Control



Towers (VATCT). He said that he is in the process of reviewing the unsolicited proposal from Thales Corporation to implement the Blended Airspace Program at the Fort Collins-Loveland Municipal Airport.

14. LEGISLATIVE ISSUES

14.1 FAA Reauthorization

David Ulane said this topic was already covered during a session this morning.

14.2 Seaplane Legislation Update

David said that House Bill 16-1315 did not make it out of the House Transportation Committee, largely due to concerns about invasive species. He expects this bill to be reintroduced next year.

15. PROPOSED CALENDAR

The next scheduled CAB meeting will take place on Wednesday, August 10th at Denver International Airport. The September 14th and October 12th meetings will take place at the Division Offices. Robert Olislagers made the MOTION to accept this proposed calendar and Ann Beardall seconded.

The MOTION carried unanimously.

16. OTHER MATTERS BY PUBLIC & MEMBERS

Gary Cyr took a moment to reminisce about the Division and how far it has come in 25 years.

17. ADJOURNMENT

The meeting adjourned at 2:14 pm.

