



MINUTES

Board Meeting

Wednesday, October 19, 2016 | 12:30 pm

Division of Aeronautics

5126 Front Range Parkway | Watkins, CO 80137

Joseph H. Thibodeau Room

MEMBERS PRESENT:

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

MEMBERS ABSENT & EXCUSED:

Robert OIslagers  
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
Dennis Corsi	Armstrong Consultants
Ray Hawkins	Seaplane Pilots Association
Kyle Konishi	Metropolitan State University & AAEE
Jason Licon	Fort Collins-Loveland Airport
Leo Milan	Office of the State Attorney General
Marc Miller	FAA - Denver Airports District Office
Bill Totten	Colorado Pilots Association
Eric Trinklein	Armstrong Consultants
Kip Turner	Grand Junction Regional Airport
Steve Wolf	FNL Pilots Association

*This meeting was live-streamed over the internet.*



## *Pledge of Allegiance*

### 1. CALL TO ORDER

Meeting commenced at 12:30 pm.

### 2. APPROVAL OF MEETING MINUTES

Jeff Forrest made the MOTION to approve the minutes from August 10, 2016 and Ann Beardall 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 Jeff Forrest seconded.

The MOTION carried unanimously.

### 4. BOARD MEMBER REPORTS

Jeff Forrest spoke about his attendance at the Technology Summit meeting in Rifle last week and his visit to Colorado Northwestern Community College in Craig. Jeff briefly mentioned a NASA news release pertaining to space commercialization. Ann Beardall announced that last Saturday, the Antique Airplane Association was inducted into the Colorado Aviation Hall of Fame. Ann said that the annual membership meeting for the Colorado Pilot's Association will take place on November 5th at Rocky Mountain Metropolitan Airport and they expect to re-elect the current officers at this meeting. John Reams spoke about the Experimental Aircraft Association's Young Eagles Program and their recent event at Hopkins Field in Nucla. Joe Rice briefed the Board on the recent Colorado Space Business Roundtable road trip, which made stops in Grand Junction, Nucla, Montrose and Durango. Ray Beck participated in Career Day at Moffatt County High School and spoke about the numerous aviation career opportunities. Ray spoke briefly about Club 20 and their recent annual board meeting. Ray concluded by thanking the staff for all the hard work they did to put together the Capital Improvement Program (CIP) Workshop yesterday. Leo Milan took a moment to commend the staff and the Board on the positive changes he has seen in the last year.

### 5. PUBLIC COMMENTS

There were no public comments.

### 6. DIRECTOR'S REPORT

David Ulane referred to an outline he gave to the CAB of recent activities he has participated in.



Over the past several months, David has worked closely with CDOT Office of Policy and Government Affairs to develop their first internal procedural directive on how CDOT's other divisions will procure, operate and manage Unmanned Aerial Systems (UAS). He spoke about how CDOT has used this type of technology in the past and what it will look like going forward. It has been determined that the Division of Aeronautics (Division) will be the central information clearing house for CDOT's UAS program and that we will ensure that CDOT complies with the Certificate of Authorization (COA) that we have obtained through the William E. Payne contract. David spoke briefly about the National Association of State Aviation Officials (NASAO) annual conference that he and Todd Green attended last month in San Antonio. Todd gave a presentation on the Sustainability Program in our Web-based Information Management System (WIMS). At that conference, David announced that the CAB has approved the sharing of WIMS with other state agencies and that was very well received. David and Todd will begin working on a webinar for those interested in this program. David said that we are going to explore the possibility of expanding the Surplus Equipment Program next year to include adding equipment from other airports. David said that the relocation of the Wolf Creek Automated Weather Observing System (AWOS) from the ski resort to Lobo Peak has been completed. The installation of our newest AWOS unit at Dakota Hill is in progress and we hope to have that done before the end of the year. David said that he and Shahn Sederberg recently participated in the aerospace new student orientation at Metropolitan State University. Shahn created a video from that day and it was unveiled at this time. Jeff Forrest thanked the Division for their support and informed the Board that this video has already been viewed at the Governor's office. David recognized the staff and the FAA for putting on a fantastic CIP Workshop yesterday and advised the CAB that we are already planning for next year. He concluded by speaking about the Airport's Going Green Conference and the honorable mention award we are receiving for our General Aviation Airport Sustainability Program. This will take place in Amsterdam at the end of the month and coincidentally, Robert Olislagers is attending on behalf of Centennial Airport and will be there to accept this award on our behalf.

## 7. PARAGON AUDIT PROGRESS REPORT

David Ulane said that since this topic will be covered in greater detail later today during our CAB Workshop, he'd keep this discussion very brief. He told the Board that we have fulfilled 21 of the 23 findings identified at the beginning of 2015. We expect to have the final two findings settled by the end of the year.

## 8. FINANCIAL UPDATE

### 8.1 Aviation Fund Update

Bryce Shuck said that there will be a more in-depth financial discussion later today during the CAB Workshop. He informed the Board of an adjustment from the Department of Revenue (DOR) that came in just under \$1.4M, of which 1/3 of that would be our loss. Bryce and Dave have communicated with Denver International Airport (DEN) and DOR the need to work together, in order to be able to better predict and anticipate these types of financial situations.



## 8.2 Financial Update Dashboard

Bryce said for FY17, we have adjusted our forecasted revenue up to just over \$18.5M, which is a \$1.6M increase from our original budget amount. Our expenses are expected to be higher than originally budgeted, due to overall grant drawdowns in FY16 being less than we had projected, meaning that more grant payments have been pushed to future years. Overall, we are forecasting a small surplus for the year of \$152,347 which is in contrast to an initial budgeted deficit of \$789,797. We feel that we have already seen the lowest point for the fund and that we will continue an overall upward trajectory from the start of this fiscal year. Bryce said that over the last year, DEN has steadily increased its fuel sales by 23 percent. This increase of sales somewhat off-sets the lower oil prices we are currently seeing. David took a moment to recognize the excellent work that Bryce has done to build relationships with DOR and DEN in an effort to better predict the funding we receive that affects our program.

## 9. AKRON 2016 SCOPE AMENDMENT REQUEST

Todd Green said that earlier this year, Akron was awarded a State grant in the amount of \$16,666 to match the airport's \$300,000 of FAA Non-Primary entitlements to update their Master Plan. In recent months, the airports Precision Approach Path Indicators (PAPIs) have become unreliable, operating intermittently. The PAPIs have reached the end of their expected life span and need to be replaced, rather than continually maintained. The Town of Akron is requesting to expand the scope of their currently approved 2016 State grant to include this new work without any additional funding. They have been in contact with the FAA to ensure that the scope for the Master Plan could be reduced to meet the needs of the PAPI replacement. The Federal, State and local amounts of the grant will remain the same. John Reams made the MOTION to approve this request and Ann Beardall seconded.

The MOTION carried unanimously.

## 10. REMOTE TOWER PROJECT UPDATE

David Ulane said that Bill Payne is currently in Washington D.C. working with the FAA to facilitate the Request for Information (RFI) that will be released to all vendors interested in this important project. The goal is to release this RFI in the next couple weeks and to select a vendor by the end of the year. Ideally, we'd like the equipment installed and have testing begin at Northern Colorado Regional Airport this spring.

## 11. LEGISLATIVE ISSUES

There were no legislative issues to discuss.

## 12. CALENDAR

The next scheduled CAB meeting is Wednesday, November 9th, at the Division Offices in Watkins. David said at this time, there doesn't appear to be enough agenda items to hold a November meeting. Beyond that, the next scheduled meeting is Wednesday, December 14th at the Division



Offices in Watkins. Jeff Forrest made the MOTION to cancel the November 9th CAB meeting and John Reams seconded.

The MOTION carried unanimously.

### 13. OTHER MATTERS BY PUBLIC & MEMBERS

Ray Hawkins said that there are two lakes in Colorado that allow seaplane access, Lake Meredith and Kenney Reservoir. Ray spoke about recent seaplane activity at both sites. He also talked briefly about the upcoming Legislative Session and what bills the Seaplane Pilots Association hopes to get sponsored. Jason Licon said that his airport is very supportive of the Surplus Program and talked about the equipment his airport acquired from the sale in July. Jason also complimented the Division and FAA on the CIP Workshop that he attended yesterday. He concluded by speaking about the upcoming Colorado Airport Operator's Association Winter Conference and Legislative Reception, which will take place January 23rd and 24th at the Brown Palace. Dennis Corsi spoke about recent aviation events that took place in western Colorado.

### 14. EXECUTIVE SESSION

Ray Beck said he would entertain a MOTION to enter into Executive Session, pursuant to C.R.S. 24-72-204 (3) (a) and Colorado Department of Transportation Procedural Directive 4.1(6) (c), to discuss Personnel Matters in relation to the Division Director's annual performance review. Ann Beardall made the MOTION to enter into Executive Session and John Reams seconded.

The MOTION carried unanimously.

The Board entered into Executive Session at 1:36 pm and the public and staff were dismissed.

Jeff Forrest made the MOTION to exit the Executive Session and John Reams seconded.

The MOTION carried unanimously.

### 15. ADJOURNMENT

John Reams made the MOTION to adjourn and Ann Beardall seconded.

The MOTION carried unanimously.

The meeting adjourned at 2:23 pm.

### 16. CAB/STAFF WORKSHOP

The workshop commenced immediately following the CAB Meeting.

