



**MINUTES**

Board Meeting

Thursday, June 14, 2018 | 1:00 PM

Copper Mountain Resort - Copper Mountain Business Center  
184 Copper Circle - Frisco, CO 80443

**MEMBERS PRESENT:**

Jeff Forrest	Chairman
Robert OIslagers	Vice-Chair
Joe Rice	Secretary
Ann Beardall	
Chic Myers	
Ray Beck	

**MEMBERS ABSENT & EXCUSED:**

John Reams

**OTHERS PRESENT:**

David Ulane	CDOT - Division of Aeronautics Director
Todd Green	CDOT - Division of Aeronautics
Kaitlyn Westendorf	CDOT - Division of Aeronautics
Scott Storie	CDOT - Division of Aeronautics
Kip McClain	CDOT - Division of Aeronautics
Bryce Shuck	CDOT - Division of Aeronautics
Tonya Hill	CDOT - Division of Aeronautics
Shahn Sederberg	CDOT - Division of Aeronautics
Casey Adamson	DOWL
Kate Andrus	Mead & Hunt
Richard Baker	Fremont County Airport
Walt Bell	Colorado Pilots Association
Emily Blizzard	USDA/APHIS Wildlife Services
Kevin Booth	Yampa Valley Regional Airport
Patrick Bowmen	Colorado Springs Municipal Airport
Scott Cary	Mead & Hunt
Gina Conley	Centennial Airport
Robert Crain	Burns & McDonnell
Steve Doak	ASG LTD
Stacie Fain	Steamboat Springs Airport - Bob Adams Field
Mike Fronapfel	Centennial Airport
Kyle Garry	AAAE - Metropolitan State University
Thomas Gibson	Kimley-Horn Associate
Jason Gilsdonf	USDA/APHIS Wildlife Services
Kelsey Godins	San Luis Valley - Alamosa Airport
Jeremy Gunn	Centennial Airport
Steve Hadley	National Business Aviation Association



Jennifer Harwig	Colorado Springs Municipal Airport
Ryan Hayes	Mead & Hunt
Dylan Heberlein	Centennial Airport
Lorie Hinton	Centennial Airport
Kevin Hoffman	Woolpert
Bryan Johnson	Aviation Management Consulting Group
Bart Jones	Colorado Pilots Association
Radha Kandukuri	Woolpert
Pam Keidel-Adams	Kimley-Horn Associate
Sean Keithly	Northern Colorado Regional Airport
Jennifer Keyen	Colorado Springs Municipal Airport
Mike Krochalis	Colorado Department of Transportation
Rick Lamport	Gunnison-Crested Butte Regional Airport
Scott Lawrence	Colorado Springs Municipal Airport
Steve Lee	Denver International Airport/Colorado Airport Operator's Association
Jason Licon	Northern Colorado Regional Airport
Kenny Maenpa	Telluride Regional Airport
Leo Milan	Office of the Attorney General
Mark Miller	Federal Aviation Administration - Airports District Office
Brett Miller	Colorado Springs Municipal Airport
Alyssa Mize	Colorado Springs Municipal Airport
Mark Morgan	Cherry Creek Schools
Angela Padalecki	Grand Junction Regional Airport
Zechariah Papp	Salida - Harriet Alexander Airport
Rick Patton	GDA Engineers
Bill Payne	William E Payne & Associates
Brad Rolf	Mead & Hunt
Dave Ruppel	Front Range Airport
Lauren Rusmusson	Mead & Hunt
Ginger Scott	Steamboat Springs Airport-Bob Adams Field
Derald Shaw	Centennial Airport
David Slayter	Vance Brand Airport
Ken Snyder	Dibble Engineering
Madison Solomon	AAAE - Metropolitan State University
Bill Totten	Colorado Pilots Association
Travis Vallin	Jviation
Terrence Van Sant	Van Sant Group
Jason Virzi	Jviation
Jen Wolchansky	Mead & Hunt
Jack Wyles	Central Colorado Regional Airport

***Pledge of Allegiance***

**1. CALL TO ORDER**

Meeting commenced at 1:03 pm.

**2. AMENDMENTS TO THE AGENDA**

There were no amendments to the agenda.



### 3. APPROVAL OF MEETING MINUTES

#### 3.1 April 11, 2018

Ray Beck made the MOTION to approve the April 11, 2018 meeting minutes. Ann Beardall seconded.

The MOTION carried unanimously.

### 4. BOARD MEMBER REPORTS

Chic Myers and Ann Beardall had nothing to report. Ray Beck briefed the Board that the Craig/Moffat Airport's visit by the Collings Foundation's B-17 was cancelled due to aircraft maintenance issues. Ray Beck attended the 50<sup>th</sup> Anniversary on May 25<sup>th</sup> for Centennial Airport. Captain Sully Sullenberger was the keynote speaker, Ray was inspired and noted that it would be well worth anyone's time to listen to Captain Sullenberger speak about his flight experiences. Ray Beck thanked Robert Olislagers for having Captain Sullenberger as the keynote speaker. Ray Beck will be attending the Club 20 bi-annual retreat that will be held all day on June 15<sup>th</sup> and half the day on June 16<sup>th</sup>. Ray Beck would like to do something more collectively with the Colorado Airport Operators Association and the Division regarding the 1500-hour pilot training rule. Ray Beck thanked the Colorado Airport Operators Association for organizing the Spring conference. Joe Rice briefed the Board on the upcoming aviation and aerospace supplier events with companies such as Boeing, Lockheed Martin and others. The Aerospace & Defense Supplier conference will be held in Jefferson County by the Jefferson County Economic Development Corporation on June 28, 2018. This conference is a great way for people to get into the Aerospace business or expand their business. The Colorado Space Business Roundtable has several road trips this summer, the first being July 9<sup>th</sup> through the 13<sup>th</sup> starting at the Colorado Springs Municipal Airport, then moving to the Pueblo Memorial Airport and continuing to move south, ending with the Club 20 committee meeting in Lake City on July 13, 2018. The Economic Development Council of Colorado is having a conference in Craig on July 12, 2018, aviation and airports will be the focus of the conference. Metropolitan State University has partnered with Rangely Community College to discuss how to diversify the economy in northwest Colorado. The Experimental Aircraft Association will be meeting in conjunction with the Aerospace States Association where there will be state legislators in attendance. If anyone is planning on attending, please let Joe know so that he can get in touch with the legislators regarding attendance. This meeting is a great opportunity to discuss the 1500-hour rule with legislators. Robert Olislagers thanked the Centennial Airport staff for hosting the 50<sup>th</sup> Anniversary on May 25<sup>th</sup> for Centennial Airport. He briefed the Board that the event was a success and was able to raise \$60K in scholarship funds that will benefit Metropolitan State University and various community colleges. Wings Over the Rockies Museum will be dedicating the Blue Sky Facility at Centennial Airport on July 21<sup>st</sup> & 22<sup>nd</sup>. Centennial Airport will be hosting The Morgan Adams Foundation, a charity event to raise funds for pediatric cancer, on September 7, 2018. Chair Forrest presented Ray Beck with a plaque recognizing Ray's service as the Board's chair for the last three years. Ray Beck thanked all the airports for their support.

### 5. PUBLIC COMMENTS

Steve Hadley with the National Business Aviation Association thanked the Board in the fight against privatization of air traffic control and for the Governor's general aviation month proclamation in June. Zech Papp the Manager for the Salida - Harriet Alexander Airport will have



an airshow at the end of June and invited everyone out. David Slayter briefed the Board that astronaut Vance Brand started his aviation career at the Longmont Airport, which is named after him. Vance Brand will be speaking at the Longmont Airport Expo and Airshow on June 23, 2018. David Ulane noted the Division will be in attendance at the event with the Division's booth.

## 6. DIRECTOR'S REPORT

David Ulane briefed the Board that the Division's Planners are conducting airport inspections and Federal Aviation Administration master record inspections. The Board governance documents are available in the Board packets. These need to be updated every three years, and were last updated in August 2016. He asked the Board to review the documents and bring any suggested revisions to the August 29<sup>th</sup> CAB/staff workshop. The Division is excited to be posting an intern position soon, which is one of the objectives in the strategic plan. This position will be open to college students, graduates and graduate program students. The position is expected to be posted on or after July 1<sup>st</sup>. The intern will have the opportunity to shadow everyone in the Division to gain the experience of running a state aviation office. Boulder Airport Day will be held on June 16, 2018. Shahn Sederberg and Kip McClain will be staffing the Division's booth. On June 23, 2018 Shahn Sederberg and David Ulane will be staffing the booth for the Longmont Airport Expo and Airshow. The DEN Surplus Equipment Sale for 2018 will be held on August 16, 2018. The next Board meeting will be held on August 29, 2018 which will include a half day workshop at the Division office in Watkins, CO. October 10, 2018 will be the following Board meeting held at the Division office. Tentatively, the annual Division/Airport CIP workshop will be held during the third week of October.

## 7. DIVISION STRATEGIC PLAN UPDATE

David Ulane briefed the Board that the Division has begun implementation of the recently completed Strategic Plan. The plan consists of six goals, that will address efforts for the next three to four years making the Division stronger and more effective. Each goal has four to six objectives to move that specific goal forward. The Division staff is currently discussing which goals should be the highest priority. A summary of the Strategic Plan and goals have been provided in the Board packet and is available on the Division's website. Detailed Strategic Plan action plans will be presented to the CAB at the August 29<sup>th</sup> CAB/staff workshop.

## 8. FINANCIAL UPDATE

### 8.1 Financial Dashboard

Bryce Shuck explained that grant accruals are due to the Division by June 22, 2018. All airports have previously received emails from the planners requesting this information. Any work that had been performed on grants by June 30th needs to be accrued even if an invoice hasn't been received. Bryce requested that airports submit accruals to their planner for any work performed by June 30th so the Division can submit the correct paperwork to CDOT by fiscal year end. Bryce Shuck briefed the Board that the Aviation Fund balance has remained relatively flat for the month of May. The previous month's cash balance ended at \$3.97M. We anticipate next month's balance to be relatively flat as well, with the upcoming increase in grant payments. Currently we are ahead of the forecasted amount of \$25.5M, which is closer to \$26.5M for yearly revenue. The revenue increase is the result of a significant increase in fuel prices and flowage at Denver International Airport. Expenditures for May were \$1.5M and Sales and Excise revenue for the month of May was \$2.6M. Next month's revenue is expected to be \$2.5M with expenditures in the \$1.6M range. The financial outlook has crossed into a positive for cash flow, resulting in the



enhancement of the Division's grant program and statewide initiatives. May's fuel flowage for Denver International Airport was 41.8M gallons an increase from April's gallon figure of 38.3M. June's forecast has significantly increased, projected now at 44.26M. This amount would be a record for fuel flowage at Denver International Airport. We are still trending below our projected administrative budget for the year. We don't anticipate any out-of-cycle expenses that would significantly impact the Division in reaching the 5% cap. Ray Beck thanked the Division for their hard work. Robert Olislagers asked in terms of leveling out with other grants, what is the target on the reserve fund? Bryce briefed the Board that the reserve fund is set at roughly \$1 million of unencumbered funds. This gives us needed flexibility at any time of an abnormally high month of expenditures. Right now for all budget and contingent information we are showing the reserve as \$1.5 million. The \$500K variance is due to the potential DOR issue we highlighted at previous meetings that we do not anticipate ever needing pulled from, but we are being fiscally responsible and accounting for it in the event it does occur. David Ulane thanked Michael Krochalis, the Deputy CFO of CDOT's Division of Accounting and Finance, for all his support in helping David Ulane and Bryce Shuck work through the financial issues the Division has overcome.

### 8.2 New Intern Contracts & Grant Administrative Updates

Kip McClain briefed the Board that the Division is currently contracting three new internship positions. Colorado Springs Municipal Airport is requesting a grant to hire two full-time interns for a twelve-month program. Eagle County Regional Airport is requesting a grant to hire one full-time intern for a six-month program. Grand Junction Regional Airport is requesting a grant to hire one full-time intern for a twelve-month program. Kip McClain briefed the Board that there are five amended contracts the planners are processing. Also, several FY15 airport grants are being amended to extend their term since the projects were not complete by June 30<sup>th</sup>. Those airports include Durango-La Plata County Airport, Front Range Airport, Harriet Alexander (Salida), Telluride Regional, and Aspen-Pitkin County Airport.

## 9. AVIATION EDUCATION

### 9.1 Cherry Creek School Career Innovations Academy Briefing

David Ulane briefly introduced Mark Morgan, Principal of the Cherry Creek Schools Career Innovations Academy. Mark Morgan briefed the Board that the Cherry Creek Innovation Campus will be a stand-alone college and career preparedness facility accessible for high school students in the Cherry Creek Schools. The curriculum will be rooted in real-world skills and trade certifications ranging from computer sciences to aviation to health and wellness, this facility will offer students a new kind of bridge to college and viable, successful careers. The Federal Aviation Administration approved a Part 147 Aviation Maintenance Technician School which will be 7700+sq ft. of hangar space and support area. An aviation classroom and tech library will support the Part 147 school. The aviation program will be unique to the State of Colorado as well as the country. The Federal Aviation Administration and industry contacts provided input to ensure the learning space replicated a true airframe and power plant facility. Dave Williams, a Technician Manager with Frontier Airlines will start in July to assist with building this program. The academy will be open for the 2019 school year. Chair Forrest thanked Mark Morgan for his presentation. Robert Olislagers thanked Mark Morgan for his presentation and informed the Board that Centennial Airport signed a letter on June 11, 2018 asking the Cherry Cheek School Board to approve funding for middle school students to be a part of the Blue Sky/Black Sky Hangars. The Centennial Airport is looking forward to working with the Cherry Creek Schools.



## 9.2 Colorado Springs Municipal Airport Internship Program

David Ulane briefed the Board of how successful the internship program has been in the past. Jennifer Keyen & Alyssa Mize are both interns with the Colorado Springs Municipal Airport and they thanked the Board for the opportunity for these two internships. Jennifer & Alyssa gave a brief outline of all the positions that they both held during the past eleven months. Chair Forrest congratulated both young ladies on their internships.

## 10. SURPLUS EQUIPMENT PROGRAM

### 10.1 2018 Denver International Airport Surplus Equipment Sale

Kaitlyn Westendorf briefed the Board that the Denver International Airport surplus equipment sale will be held on August 16, 2018, a preview of equipment will be held on the 15<sup>th</sup>. The sale will have twenty-seven pieces of equipment.

### 10.2 Colorado Springs Municipal Airport Surplus

Kaitlyn Westendorf briefed the Board that the surplus program has been expanded to the Colorado Springs Municipal Airport. The airport's shuttle buses will be a part of the surplus program this year. This surplus sale will be held sometime between mid-August to mid-September. Expansion of this statewide initiative to include other airports' equipment is an objective in the Division's Strategic Plan.

## 11. REMOTE TOWER PROJECT UPDATE

Bill Payne briefed the Board on the progress of the remote tower, as outlined in the monthly report attached to the CAB packet.

## 12. LEGISLATIVE ISSUES

Chair Forrest briefed the Board regarding the 1500-hr flight rule in relation to national security. The availability for Armed Services to recruit and retain pilots has diminished, as about seventy percent of military pilots have been leaving to fly with the airlines. Representative Mike Coffman has taken note of the pilot shortage. Robert Olislagers briefed the CAB on state House Bill 18-1083, which would expand the existing sales and use tax for scheduled air carrier aircraft to on-demand aircraft as well. While the bill passed both the House and Senate, it was vetoed by Governor Hickenlooper, apparently over broader concerns about tax exemption bills.

## 13. PROPOSED CALENDAR

- 13.1 Wednesday, August 29, 2018 - Workshop 8:00am - CAB General Meeting - 1:00pm Watkins, CO
- 13.2 Wednesday, October 10, 2018 - CAB General Meeting - 1:00pm Watkins, CO

## 14. OTHER MATTERS BY PUBLIC & MEMBERS

Chic Myers updated the Board regarding the Colorado Springs Municipal Airport fire on April 11, 2018. The airport was shut down for twenty-four hours. Chic wanted to acknowledge the airport staff for all their hard work in getting the airport turned around with-in just one day.



## 15. ADJOURNMENT

The meeting adjourned at 2:23 pm.

