



MINUTES

Board Meeting

Wednesday, August 29, 2018 | 2:00 pm

Division of Aeronautics - Joseph H. Thibodeau Room
5126 Front Range Parkway - Watkins, CO 80137

MEMBERS PRESENT:

Jeff Forrest	Chairman
Robert Olslagers	Vice-Chair
Joe Rice	Secretary
Ann Beardall	
Chic Myers	
Ray Beck	
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
Shahn Sederberg	CDOT - Division of Aeronautics
Joe Krafzur	CDOT - Division of Aeronautics Intern
Richard Baker	Fremont County Airport
John Barry	Wings Over The Rockies
Ken Lawson	KH Lawson Ent. Inc.
Jason Licon	Northern Colorado Regional Airport
Corey McAfee	Colorado Springs Municipal Airport
Leo Milan	Office of the Attorney General
Zechariah Papp	Salida - Harriet Alexander Airport
Bill Payne	William E Payne & Associates
Bill Theune	Wings Over the Rockies
Bill Totten	Colorado Pilots Association
Steve Wolf	FNL Pilots Association

Pledge of Allegiance

1. CALL TO ORDER

Meeting commenced at 2:05 pm.

2. AMENDMENTS TO THE AGENDA

There were no amendments to the agenda.



3. INTRODUCTION OF AERONAUTICS INTERN JOE KRAFUR

David Ulane introduced Joe Krafur, the new Division of Aeronautics Intern. Joe, has a passion for aviation and is a senior at Colorado State University majoring in Finance.

4. APPROVAL OF MEETING MINUTES

4.1 June 14, 2018

Robert Olislagers made the MOTION to approve the June 14, 2018 meeting minutes. Ray Beck seconded.

The MOTION carried unanimously.

5. BOARD MEMBER REPORTS

Chic Myers had nothing to report. Ann Beardall briefed the Board that the fly-in season is going well. There are a few events coming up, the Fall Colors Tour and the Morgan Adams Foundation funding kids' cancer research at Centennial Airport is on Saturday, September 8, 2018. Joe Rice briefed the Board that the Pueblo airport hosted the Colorado Space Business Roundtable, and illustrated how roundtable members believe that the road to Mars is through the Pueblo airport since pieces of the Orion Spacecraft are currently being stored there. Congressman Ken Buck invited a number of aerospace industry professionals to have dinner with Holyoke educators to discuss aviation and aerospace on the evening of August 29, 2018. Joe Rice stated that he would attend the event. Robert Olislagers briefed the Board that the Centennial Airport has dedicated the Blue Sky Facility which was opened by the Wings Over the Rockies Museum. Robert congratulated Dave Ruppel on the Spaceport Colorado designation with Front Range Airport as the launch site. Governor Hickenlooper awarded Centennial Airport with the Bronze Environment Leadership Award. Robert thanked the Division for the sustainability program through WIMS, which had a large impact on receiving the award. The airport has also received an \$8M State Infrastructure Bank loan to build the new administration building and community center. John Reams had nothing to report. Ray Beck briefed the Board that Club 20, Voice of the Western Slope, will be hosting the State debates on September 8, 2018. Chair Forrest thanked the Division for a well-organized workshop prior to the Board meeting. Exploration of Flight hosted an alumni reception for Metropolitan State University on August 24, 2018 which was very successful. On August 25 & 26, 2018 the Metro State University aerobatics team provided briefings and free airplane flights to the public. Metro State University had a great meeting with the Federal Aviation Administration to develop a flight training relationship with the Colorado Northwestern Community College.

6. PUBLIC COMMENTS

No public comments.

7. DIRECTOR'S REPORT

David Ulane briefed the Board that we have completed all the State approvals for the system plan and economic impact study update. Kimley Horn has been notified to proceed and will be attending an all-day meeting with the Division on September 4, 2018 to scope the rest of the project. Kimley Horn's plan will become an agenda item with a monthly update of the progress of the plan. David asked the Board who would like to be a part of an advisory committee that



would last eighteen to twenty months. The La Veta Pass Automated Weather Observing System was destroyed by the Spring Creek Fire on June 28, 2018. Our Office of Information Technology team that maintains these systems for the Division, has completed a detailed assessment to get the system running. Shahn Sederberg, David Ulane will attend the AOPA Regional Fly-In September 14 & 15, 2018 in New Mexico, in an effort to promote aviation in Colorado. On September 22, 2018 David Ulane and Kip McClain will attend the Challenge Air Denver Fly Day held at Centennial Airport. This event provides a once-in-a-lifetime experience to kids with special needs between the ages of 7-21 through the gift of co-piloting an aircraft. September 23-26 Todd Green, Scott Storie and David Ulane will attend the NASAO Annual Conference in Oklahoma City, OK. David Ulane and Jeff Kohlman will be on a panel sharing their experience in creating the strategic plan with our aviation peers. September 28, 2018 Shahn Sederberg and David Ulane will be attending the United Airlines Career Day, located in the Tech Ops Center at Denver International Airport. October 24, 2018 will be the annual Division and FAA CIP Workshop. October 26, 2018 the Division will be participating in the Dream Big Event in Fremont County. The Del Norte emergency access runway project video was shown. Chic Myers recommended that the Division send the Del Norte video to the National Business Aviation Association which presents an annual award for such videos.

8. DIVISION STRATEGIC PLAN UPDATE

David Ulane briefed the Board on the progress of the strategic plan and referenced the Division website for further details regarding the plan.

9. FINANCIAL UPDATE

9.1 Financial Dashboard

Bryce Shuck briefed the Board that the Division has ended the fiscal year with a cash balance of \$5,546,292. This was slightly higher than expected as a majority of the vendors at Denver International Airport are caught up. Strong fuel flowage at Denver International Airport along with strong oil prices will continue to drive higher revenues. Revenue for the year closed just over \$29M. The spike in revenue for the year from the budget of \$23M to actuals of \$29M was due to higher than forecasted fuel flowage at Denver International Airport throughout FY18. Expenditures for the month have been following our usual trends. Revenue for June was \$3.8M. We finished FY18 with a solid cash flow, as well as a healthy projection into the future. June's flowage at Denver International Airport was 42.2M gallons which was up from 41.8M gallons in May. Year over year this represents an increase of 2.5% from June 2017 flowage of 41.2M gallons. Administration expenses for the year finished at \$971,359 which puts us at roughly 3.6% administration costs in comparison to the prior year's revenue. This is well below the state mandated cap of 5%.

The cash balance for FY19 increased this month to \$7.1M from \$5.5M. This increase was expected as revenue for July continued to trend strong. Looking towards next month, the cash balance will drop considerably, as we move sales and excise disbursements up a few weeks. It's expected that we will close August with a balance around \$5.5M. Revenue for July came in at \$2.8M which was within 1% of our forecast. Looking forward we anticipate roughly the same revenue numbers for August. The Division's forecasted revenue for FY19 is \$29.5M. We received \$2.8M in tax revenue last month, compared to \$2.1M in disbursements. This was in line with our expectations, and revenues will likely remain static in August. Disbursements will jump in August as we expedite payments by a couple of weeks to ensure we are keeping our outstanding fiscal



responsibilities as low as possible. July's actual flowage came in at 43.0M gallons, which was an increase from the 42.2M gallons in June. The forecast for August is 44.3M which would be a third straight record month. For the month of July there was \$78K in Administrative expenses. For the year we are forecasting to have just over \$1M in administration costs, which would leave us at 3.5% of the previous year's revenue and below the mandatory 5% cap.

10. CAB GOVERNANCE DOCUMENT APPROVAL

Leo Milan thanked the CAB and Ray Beck for all the suggestions made for the old governance documents. As a reminder, we need to review the governance document at least every three years as this is a living document that needs to be continually updated. If there are any changes you would like made, please ensure that you sign the governance pages as a Board member.

Ray Beck made the MOTION to approve the updated CAB governance documents. Robert Olislagers seconded.

The MOTION carried unanimously.

11. 2019 CAB CALENDAR

Kaitlyn Westendorf discussed the proposed CAB calendar for 2019 that is pending approval to hold the April Board meeting at the Wings Over the Rockies Museum's Blue Sky Gallery.

Robert Olislagers made the MOTION to approve the 2019 CAB Calendar. John Reams seconded.

The MOTION carried unanimously.

12. WINGS OVER THE ROCKIES AIR & SPACE MUSEUM PROJECT UPDATE

Major General (ret.) John Barry, President and CEO of the Wings Over the Rockies Air and Space Museum, briefed the CAB on the Boeing projection that shows over 2 million new personnel needed within the aviation industry over the next 18 years. Wings Over the Rockies combined with the Centennial Exploration of Flight campus will help provide educational support to fill the current and upcoming personnel needs within the industry, and to help promote Colorado's integral involvement as a leader within the aeronautical community.

13. AWOS DATA PROJECT

David Ulane introduced Corey McAfee, a master's student with the University of Denver who performed an analysis of the current Automated Weather Observing System (AWOS) coverage and its relationship to the number of aviation accidents that were related to weather. After Corey's presentation, David followed up by informing the CAB that the Division staff will be taking the data collected and start working on the next steps to determine the feasibility of improving the AWOS coverage statewide.

14. DENVER INTERNATIONAL AIRPORT SURPLUS SALE RESULTS

Kaitlyn Westendorf briefed the Board that the DEN surplus sale was very successful. Three airports that hadn't participated in past surplus sales sent representatives this year. In all, 11 airports participated, having purchased a total of 16 equipment items of the 25 available.



15. REMOTE TOWER PROJECT UPDATE

Bill Payne briefed the Board on the progress of the Remote Tower project. As of the week of August 20 - 24 the camera masts, cameras and communication system for these cameras have been installed. Within three weeks we will start the adaptation and optimization of the system for the site acceptance tests. This will be a key part of the program for phase zero of the Federal Aviation Administration requirement. Phase zero will consist of gathering operational data on the Northern Colorado Regional Airport to provide further optimization of the system. The central mast stands 56 feet tall and the two runway end masts will stand 22 feet tall. The central mast will provide a 360-degree view of the airspace and the end masts will provide a 180-degree view of the runway, along with a fixed zoom camera along the approach path.

16. LEGISLATIVE ISSUES

David Ulane briefed the Board that we will have more information next month from the Senate regarding the FAA reauthorization. As we get closer to the end of the year we will work more on our 2019 legislative resolution.

17. PROPOSED CALENDAR

17.1 Wednesday, October 10, 2018 - CAB General Meeting - 1:00 pm - Aero Office

17.2 Wednesday, December 12, 2018 - CAB General Meeting - 1:00 pm - Aero Offices

18. OTHER MATTER BY PUBLIC & MEMBERS

Ray Beck noted that there is a policy on the books that gives the Director the ability to support the reauthorization bill with approval from the Board.

19. ADJOURNMENT

The meeting adjourned at 4:03 p.m.

