



MINUTES

Board Meeting

Wednesday, December 8, 2021, | Virtual Meeting | 1:00 p.m.
Colorado Division of Aeronautics - Joseph H. Thibodeau Room
5126 Front Range Parkway - Watkins, CO 80137

MEMBERS PRESENT:

Kenneth Maenpa Chair
Kent Holsinger Vice-Chair
Mark Van Tine
Chaz Tedesco

MEMBERS ABSENT:

Trimbi Szabo
George Merritt
Chic Myers Secretary

OTHERS PRESENT:

David Ulane CDOT - Division of Aeronautics Director
Todd Green CDOT - Division of Aeronautics
Kaitlyn Westendorf CDOT - Division of Aeronautics
Kip McClain CDOT - Division of Aeronautics
Bryce Shuck CDOT - Division of Aeronautics
Shahn Sederberg CDOT - Division of Aeronautics
Scott Storie CDOT - Division of Aeronautics
Tonya Hill CDOT - Division of Aeronautics
Casey Adamson Kimley Horn
Adam Burg Legislative and Government Affairs Senior Advisor
Scott Carey National Renewable Energy Laboratory
Hetty Carlson Division New Education Outreach Specialist
Jesse Fabula Armstrong Consultants
Meredith Fox Glenwood Springs Municipal Airport
Pawan Nelson Office of the Attorney General
Jeremy Patton Cortez Municipal Airport
Bill Payne William E. Payne & Associates
Trevor Self KSA Engineers
Bill VanHercke Jacobs Engineering
Tony Vicari Durango - La Plata County Airport
Jacque Zirbes Short Elliott Hendrickson

Pledge of Allegiance

1. CALL TO ORDER

The meeting commenced at 1:05 p.m.



2. AMENDMENTS TO THE AGENDA

There were no amendments to the agenda.

3. APPROVAL OF MEETING MINUTES

3.1 October 21, 2021

Mark Van Tine made the MOTION to approve the minutes from August 25, 2021. Kent Holsinger seconded.

The MOTION carried unanimously.

3.2 August 25, 2021

George Merritt made the MOTION to approve the minutes from October 21, 2021. Mark Van Tine seconded.

The MOTION carried unanimously.

4. BOARD MEMBER REPORTS (By member)

Mark Van Tine briefed the Board that Wings Over the Rockies will start accepting applications for the Captain Jeppesen Foundation flight scholarships in January. Twenty scholarships will be awarded, valued at \$10K a piece. Mark noted that the Exploration of Flight at Wings Over the Rockies hosts a pancake breakfast on the first Saturday of every month; this month, 362 people attended and were able to view 34 aircraft at the hangar. On Saturday, January 22, 2022, the Exploration of Flight will host Drones as a Career, where local schools and companies will showcase drones and drone opportunities. Wings has continued working with students on building a Van's Aircraft RV8; the aircraft is in its final stages of construction. The week of December 13th, the RV8 will have its engine started. Mark noted that the greats in the aviation community attended Robert Olislager's retirement luncheon in October.

Kent Holsinger briefed the Board that the President of the Glenwood Springs Airport board reached out to him regarding the controversy and tension within the city council regarding shortening the runway.

Chaz Tedesco briefed the Board that Jeff Kloska has been named the new Director of Colorado Air & Space Port.

Chair Maenpa briefed the Board on behalf of Trimbi Szabo. Chair Maenpa noted the Women in Aviation - Mile High chapter received a private tour of the United Airlines aircraft maintenance hangar on Friday, December 3, 2021, led by United female A&P aircraft mechanics. The FAA will have training in the reduced oxygen training enclosure on January 19th - 23rd, 2022, at the Rocky Mountain Metropolitan Airport. David Ulane spoke at the Colorado Pilots Association Annual Meeting held at Rocky Mountain Metropolitan Airport. The Colorado Aviation Business Association held its annual holiday airlift to deliver non-perishable food and toys throughout Colorado. The Colorado Ninety-Nines held a flying and carbon monoxide poisoning educational event at Centennial Airport.



Chair Maenpa briefed the Board that 2021 has been an outstanding year for the Western Slope resort airports. Commercial air service is rebounding back to 2019 levels.

5. PUBLIC COMMENTS

No public comments.

6. DIRECTOR'S REPORT - David Ulane

David Ulane updated the Board that Chair Maenpa and Chic Myers will be reappointed for a second three-year term on the Board. David noted the 2022 CAB advocacy resolution will be adopted at the first meeting of the calendar year. David was pleased to announce that Hetty Carlson has accepted the Division's Education Grants and Outreach Specialist Position. Hetty gave a brief update regarding her aviation background with the Wings Over the Rockies Teacher Flight Program. Hetty was responsible for the development and execution of the grant-funded Teacher Flight Program which flew more than 700 teachers across the CO Front Range and equipped them with aerospace education resources and professional development opportunities as well as led and planned logistics for all remote location Teacher Flight rallies as well as the Wings Over the Rockies educational outreach to airshows, air-fairs, and community events around the state.

Upcoming events are as follows: Capital Development Committee AWOS funding presentation will be held on December 14th, Winter CAO Legislative Conference/CAB meeting will be held on February 1-2, and lastly, February CAB meeting will be held on February 1st at 10:00 a.m. at the Sheraton Downtown.

7. FINANCIAL UPDATE

7.1 Financial Dashboard

Bryce Shuck briefed the Board that the Division's total revenue for November came in at \$3.2M, 101.6% of the forecast. In comparison, this is 279% of the \$1.1M of revenue for November 2020 and 92.8% of October 2021 revenue. Currently, the Division is forecasting \$3.0M in revenue for December. Total revenue for this year is at \$15.3M. The Division's cash balance for November closed at \$14.5M, up to \$515K from \$14.0M in October. December's month-end balance is projected to increase to \$14.9M. The Division sent out \$2.1M of tax disbursements in November. Our tax disbursements followed the normal cycle of being one month behind revenues. The contingency slide shows that our current 2022 CDAG program at \$8.0M is financially secure, as is our 2021 CDAG program of \$2.86M. The FY22 administration budget approved by the Board in January 2021 is \$725K; the Division spent \$247K. The Division is projecting a total expenditure of \$709K for FY22. This would put the Division's Administrative expenses at 4.1% of FY22 revenue, which is well below the 5% statutory cap. For November, the current fuel flowage at Denver International Airport was 37.1M gallons, down 7% from October's 39.8M gallons, and up 153% from November 2020 and 97% of November 2019 numbers. The Division's total expenditures for November were \$2.5M as expected, and airport tax disbursements were the most significant portion of our expenditures at \$2.1M. We had CDAG drawdowns of \$307K. We anticipate our CDAG drawdowns staying somewhat consistent in December as we get drawdowns from the end of the construction season.



7.2 Budget Update (FY 2022 CDAG/SWI)

Bryce Shuck briefed the Board that per the Division and CAB's initial 2022 CDAG program discussion, the 2022 CDAG program was set at \$8.0M; there was a potential to increase the program as the Division moved forward through the fiscal year. The Division staff will request an additional \$1M of funds to be added to the 2022 CDAG program at the February 1, 2022, CAB meeting. Lastly, with the current onboarding of the Division's Education Grants & Outreach Specialist position starting in January 2022, the Division is proposing to add funding for the Education Grants Program in FY22. The Division staff will be recommending the Board approve funding this program with \$200K for FY22 at the February 1, 2022, meeting.

7.3 New Durango Intern Grant

Scott Storie briefed the Board that the Division issued one grant for an internship with the Durango La Plata Country Airport. The grant will total \$8,840 to hire one full-time intern for a six-month program, previously approved by the Board.

8. 2022 AERONAUTICAL CHART & AIRPORT DIRECTORY UPDATE

Shahn Sederberg briefed the Board that the Division is currently updating the charts & directory publication for 2022. The aeronautical charts & directories will now be published annually. The aeronautical charts will have a new format that will have the FAA sectional scale resulting in a larger scale map that will be easier to read.

9. 2022 CDAG STATE/LOCAL GRANT REVIEW

Todd Green briefed the Board that the Division has reinstated its annual review process for the CDAG state & local grants. The Division staff is planning to recommend \$5.5M to be granted for thirteen projects at twelve airports totaling \$5,513,565 in CDAG grants: this includes two runway rehabilitations, seven pavement maintenance projects, one ramp rehabilitation, one fuel farm installation, one planning & design project and one emergency services helipad. The CDAG state/local grants will be presented to the CAB for formal approval at the February 1, 2022, CAB meeting.

10. FY 2022 DIVISION OUT OF STATE TRAVEL PLAN UPDATE

David Ulane briefed the Board that the Division is tasked annually with developing an Out of State Travel Plan (OOST) that is submitted for approval by the Colorado Department of Transportation (CDOT) Executive Director. The Division is requesting formal Board approval of the Division's revised Out of State Travel Plan for FY 2022 totaling \$14,500, a reduction of \$1,650.00 from the original approved plan in April of 2021 totaling \$16,150.00

Chaz Tedesco made the MOTION to approve the Divisions Out of State Travel Plan totaling \$14,500. Mark Van Tine seconded.

The MOTION carried unanimously.



11. INDUSTRY UPDATE

11.1 National Renewable Energy Lab (NREL)

David Ulane introduced Scott Cary with the National Renewable Energy Lab (NREL). Scott Cary briefed the Board on the current technological trends in sustainable aviation.

11.2 Colorado Airport Operators Association (CAOA) Training Grant Update

Todd Green briefed the Board that the Division hosted a statewide airport staff seminar training. The training consisted of pavement maintenance training. Due to the success of the last training, CAOAs requested to host pavement marking training for airport staff statewide.

12. PROGRAM UPDATE

12.1 Remote Tower

Bill Payne briefed the Board that Phase 1 testing for the Remote Tower is scheduled to begin on January 18, 2022; testing will be completed in two phases.

13. LEGISLATIVE ISSUES

David Ulane noted that the week of December 13th, he will present to the State Legislature's Capital Development Committee on the Division's previously submitted \$450,000 funding request for three new AWOS units.

14. PROPOSED CALENDAR

14.1 Monday & Tuesday, February 1-2, 2022 - Winter CAOAs - Sheraton Denver Downtown - Denver, CO.

14.2 Tuesday, February 1, 2022, General Meeting & State/Local Grant Hearing -10:00 a.m.- Sheraton Denver Downtown - Denver, CO.

14.3 Wednesday, April 13, 2022, General Meeting & FAA Matching Grant Hearing -1:00 p.m.- Sheraton Denver Downtown - Denver, CO.

14.4 Current Board Meeting Protocol

Effective 11/10/2021 or until modified, all Boards and commissions should meet virtually for the foreseeable future. If a meeting must occur in person, all Board members should attest to their vaccination status to David Ulane. Members who are not vaccinated or decline to attest to their vaccination should participate in the meeting virtually.

15. OTHER MATTERS BY PUBLIC & MEMBERS

No additional matters from the public or members.

16. ADJOURNMENT

The meeting adjourned at 3:10 p.m.



Board Meeting Minutes approved by:

_____ *Board Member Signature*

_____ *Date*

CAB Seal

_____ *Please Print Name and Position*

