



MINUTES

Board Meeting

Wednesday, August 23, 2023

Colorado Division of Aeronautics - Joseph H. Thibodeau Room

5126 Front Range Parkway - Watkins, CO 80137

9:00 a.m.

MEMBERS PRESENT:

Kenneth Maenpa	Chair
Kent Holsinger	Vice-Chair Via Zoom
Trimbi Szabo	Secretary
Mark Van Tine	
Daniel Melia	

MEMBERS ABSENT:

Steve Lee  
Chaz Tedesco

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
Hetty Carlson	CDOT - Division of Aeronautics
Tonya Hill	CDOT - Division of Aeronautics
Walt Barbo	
Sara Bauermeister	AIMS Community College Aviation
Leslie Brown	Colorado Air & Space Port
Will Faulkner	AIMS Community College Aviation
Eric Himler	AIMS Community College Aviation
Jake Marshall	AIMS Community College Aviation
Brent Neiser	Colorado Governor's Fellow
Bill Payne	William E. Payne & Associates
Alex Wernsman	AIMS Community College Aviation

Pledge of Allegiance

CALL TO ORDER

1. The meeting commenced at 9:00 a.m.



## 2. AMENDMENTS TO THE AGENDA

Chair Maenpa suggested putting the Board member reports before the Public comment section for this and future meetings

## 3. APPROVAL OF MEETING MINUTES

### 3.1 June 22, 2023

Mark Van Tine made the MOTION to approve the June 22, 2023 minutes. Trimbi Szabo seconded.

The MOTION carried unanimously.

## 4. BOARD MEMBER REPORTS (By member)

Daniel Melia briefed the Board about the Yuma fly-in scheduled for September 30. Fort Morgan has a “Remembrance” fly-in scheduled for September 9.

Mark Van Tine noted what a spectacular event Oshkosh was this year and was thankful to have Shahn Sederberg and Hetty Carlson from the Division in attendance. Six hundred seventy-seven thousand visitors, over eleven thousand airplanes, and the first year EAA hasn't had to turn away aircraft flying in due to improved arrival procedures. Tom Letts, from Jeppesen, was Young Eagles coordinator of the year and recognized by EAA at AirVenture. He also gave a presentation called Exploring Colorado Public Use Airports, having completed flying to all the paved public use airports in Colorado. There were several presentations on unleaded aviation fuel issues. Mark provided an update on the EAGLE initiative and current efforts to find an unleaded AvGas that works in the general aviation fleet. Mark mentioned that the unleaded fuel to be available needs to be drop-in and compatible with the existing 100LL and perhaps compatible with the other available unleaded fuels. Currently, none are compatible with each other, and that creates a safety issue. The transition to an unleaded alternative is still many years down the road.

Trimbi Szabo provided an update to the Board on the activities of several various pilot associations.

Kent Holsinger briefed the Board about the exciting news of potential international flights and high-altitude training out of Eagle County Airport. Kent congratulated Grand Junction Regional Airport on the completion of their General Aviation runway.

Chair Maenpa mentioned he was excited to have attended the ribbon cutting at Grand Junction Regional Airport and meet Senator Hickenlooper, who was there to tour the big runway project. Chair Maenpa was proud of elected officials' support for aviation in Colorado.

## 5. PUBLIC COMMENTS

No public comments.



## 6. DIRECTOR'S REPORT

Director Ulane provided an update on the Division SIB loan program and the Division's collaborative effort with OEDIT for a one-time general fund recapitalization of the Aeronautics SIB fund with an additional \$15 million to accommodate expected loan applications.

## 7. FINANCIAL UPDATE

### 7.1 Financial Dashboard

Bryce Shuck briefed the Board that the Division's total revenue for this year closed at \$60.8M, which is a new Division record for yearly revenue. The Division's cash closed the year at \$29.3M, which is a 5.2M increase (21.8%) from FY22. The Division sent out \$40.1M of tax disbursements in FY23. The Division's tax disbursements followed the normal cycle of being one month behind revenues. The contingency slide shows that the Division has set our 2023 CDAG program at \$14.0M. The state mandates that the Division's administrative expenses do not exceed 5% of the previous fiscal year's gross revenue. The FY23 state-mandated 5% cap of FY22 revenue is \$2.3M. The FY23 administration budget approved by the Board in January 2022 is \$765K; the Division spent \$655K on administration in FY23 for a total admin rate of 1.4% of FY22 revenue, well below the 5% statutory cap. Based on final FY23 revenue numbers of \$60.8M, our FY24 admin cap is \$3.04M. The CAB approved a budget of \$1.46M at the January 31, 2023, CAB meeting for FY24. This would be 2.7% of FY23 revenue, well within the state-mandated 5% cap. Total flowage at Denver International Airport during FY23 was 479,884,445 gallons, which is an increase of 3.9% over FY22 flowage of 462,059,844 and is 1.2% short of an all-time high of 485,329,870 set in FY19. The Division sent out a total of \$40.15M in tax disbursements in FY23.

### 7.2 2024 Grant Funding Approval

Bryce Shuck briefed the Board that the Division has recommended Board approval of \$16.0M in CDAG program funds for 2024. This funding level reflects the aviation industry in Colorado being near record activity, combined with continued high fuel prices. Our revenues and cash balance can safely cover this amount and levels consistent with it in the future, pending somewhat consistent fuel prices and fuel flow.

Mark Van Tine made the MOTION to approve \$16.0M in 2023 CDAG funds. Daniel Melia seconded.

The MOTION carried unanimously.

### 7.3 Administrative Updates

Scott Storie briefed the Board that the Division is working on two internships with the Colorado Springs Municipal Airport and Craig-Moffat Airport. Colorado Springs Municipal Airport has requested funding to hire two full-time interns for a twelve-month program. Craig-Moffat Airport has requested funding for a runway and taxiway rehabilitation project.

### 7.4 Revised FY2024 OUT-OF-STATE TRAVEL PLAN

Director Ulane briefed the Board that the Division is requesting approval to update the FY2024 professional development and out-of-state travel plan totaling \$40,750.



Daniel Melia made the MOTION to approve the FY2024 professional development and out-of-state travel plan totaling \$40,750. Trimbi Szabo seconded.

The MOTION carried unanimously.

## 8. PROGRAMS & PROCEDURES MANUAL UPDATE

Scott Storie provided the Board with an overview of the updated Programs & Procedures manual, noting a detailed outline of these updates was included in the Board packet. Therefore, the Division is requesting Board approval of the updated Programs & Procedures Manual.

Trimbi Szabo made the MOTION to approve the Programs & Procedures Manual.  
Mark Van Tine seconded.

The MOTION carried unanimously.

## 9. PROGRAM UPDATE

### 9.1 AIMS Community College Aviation Program Update

Eric Himler, the Director of Aviation with AIMS Community College, thanked the Division for all their support, specifically for the last two years education grants. Eric provided an update on the progress Aims Community College Aviation Program has undergone throughout his tenure, including a new mission statement: "To empower students to become successful aviation professionals." Eric provided the Board with an overview of the Aims Aviation Program, including degree programs and the department's future. The Aims Community College Aviation Program staff attended to provide a tour of the Mobile Simulation Lab trailer funded by an education grant through the Division of Aeronautics.

## 10. PROGRAM UPDATE

### 10.1 Education/Outreach

Hetty Carlson provided the Board with an update regarding the FY2024 education grants. Aims Community College requested a change to the state and local match percentage on their grant contract, but the Board approved dollar amount remained the same. The Colorado State University Drone Center state match changed from 58K to 52,200K; the local match remained at 10%. Hetty Carlson noted the events that the Division has attended or supported.

2023 Fly-In Pancake Breakfast @ GNB - July 1. Annual 4<sup>th</sup> of July Cookout Fly-In/Drive-In @ LXV - July 4. 2023 Kelly Airpark Pancake Breakfast - July 8. 2023 Jeffco Aviation Association Fly-in - July 8. Chapter 301 EAA Young Eagles Rally - July 15. EAA AirVenture 2023 - July 23 - July 26. Colorado SKIES Academy Back to School Celebration Presentation - August 2. Aims Aviation Day - August 12. SilverWest AirFest - August 12. EAA Chapter 1695 Pancake Fly-In or Drive-In hosted by Salida Flyers - August 19. All upcoming events are outlined in the Board packet.



### 10.2 NREL Alternatively Powered Aircraft Study

Director Ulane provided the Board with an update regarding the NREL alternatively powered aircraft study. NREL is the process of gathering data. The Division reviewed all the current information published regarding alternatively powered aircraft. Georgia Institute of Technology is working with NREL to determine the mobility modeling to incorporate in the NREL model. Lastly, the Division has contacted twelve airports to obtain utility information to provide NREL.

### 10.3 Remote Tower

Bill Payne briefed the Board on the progress of the Remote Tower.

### 10.4 Surplus Airport Equipment Program Updated & Supplemental Funding Request

Todd Green provided the Board Surplus Airport Equipment Program update and a Supplemental funding request. The purpose of the Surplus Equipment budget is to allocate funding for supporting airports in their purchase of surplus airport equipment through Division-managed surplus sales throughout the budget year. This year's Surplus sale was held on Thursday, August 31. A record number of airports attended this year's Surplus Airport Equipment Sale. In total, 29 airports purchased 53 pieces of equipment. The Division funded nearly 75% of just over \$1 million in sales. The Division staff is requesting Board approval of an additional \$500,000 to fund the Surplus Equipment Program for FY 2024.

Mark Van Tine made the MOTION to approve an additional \$500,000 to fund the Surplus Equipment Program for FY 2024. Daniel Melia seconded.

The MOTION carried unanimously.

## 11. LEGISLATIVE ISSUES

Director Ulane provided an update on the current status of FAA reauthorization bills in Congress.

## 12. PROPOSED CALENDAR

12.1 Wednesday, October 11, 2023, General Meeting - 1:00 p.m. Burlington/Kit Carson County Airport - Burlington, CO

12.2 Wednesday - December 13, 2023, General Meeting - 1:00 p.m. - Division Offices - Watkins, CO

12.3 2024 CAB Meeting Calendar

Trimbi Szabo made the MOTION to approve the FY 2024 Meeting Calendar. Daniel Melia seconded.

The MOTION carried unanimously.



**Board Meeting Minutes approved by:**

\_\_\_\_\_  
*Board Member Signature*

\_\_\_\_\_  
*Date*

*CAB Seal*

\_\_\_\_\_  
*Please Print Name and Position*

