



MINUTES

Board Meeting

Wednesday, December 13, 2023

Colorado Division of Aeronautics - Joseph H. Thibodeau Room

5126 Front Range Parkway - Watkins, CO 80137

1:00 p.m.

MEMBERS PRESENT:

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

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
Casey Adamson	Armstrong Consultants
Walt Barbo	
Dailee Fagnant	USDA Wildlife Biologist
Michael Beckhoff	Armstrong Consultants
Leslie Brown	Colorado Air & Space Port
David Claiborne	
Scott Cary	NREL
Roger Duncan	Mineral County Memorial Airport
Aaron Ehle	Northern Colorado Regional Airport
Jesse Fabula	Armstrong Consultants
Dailie Fagnant	USDA
Nick Grue	NREL
Bill Humphries	
Paul Kastker	Armstrong Consultants
Jeff Kloska	Colorado Air & Space Port
Wayne Munson	
Devin Osting	Alliance for Aviation Across America



Bill Payne	William E. Payne & Associates
Dave Ruppel	Northern Colorado Regional Airport
Kelly Sloan	Government Relations - CABA
Barbara Stauch	Office of the Attorney General
Heather Thom	Armstrong Consultants
Tony Vicari	Durango - La Plata County Airport
Matt Voss	Aid to Rep Brown
Kathy Young	Office of the Attorney General
Leonard	No last name or affiliation provided
Michael	No last name or affiliation provided

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 11th, 2023

Kent Holsinger made the MOTION to approve the General meeting minutes from October 11th, 2023. Mark Van Tine seconded.

The MOTION carried unanimously.

4. PUBLIC COMMENTS

No public comments.

5. BOARD MEMBER REPORTS (By member)

Daniel Melia briefed the Board on upcoming projects for airports on the Eastern Plains. Limon Municipal Airport has a taxiway extension coming up. Yuma Municipal Airport is working on a taxiway replacement. Sterling Municipal and Colorado Plains Regional have ramp projects in FY2024. Pueblo Memorial Airport will be hosting the US Air Force Thunderbirds in 2025. Burlington/Kit Carson County Airport has had 230 students use the new flight simulator since June, including an instrument student who logged 10 hours and recently passed his Instrument Rating check ride.

Trimbi Szabo briefed the Board that not much is happening as it's the "silly season" when everyone is having holiday parties. She mentioned that CPA has been updating their website and adding more content. They will also be hosting a meeting to discuss planning future fly-outs and fly-ins. Trimbi is working with the FAA to bring back the hypoxia chamber in June and work through all the pilot organizations to host at Wings Exploration of Flight.



Kent Holsinger mentioned how beneficial the FAA Weather Camera program on the AWOS stations is to pilot safety. He mentioned Steamboat Springs Airport is talking about additional hangars, Aspen/Pitkin County Airport is grappling with increasing fees, and Walden-Jackson County Airport is looking forward to runway resurfacing in the near future and how to make the best use of their local match.

Mark Van Tine noted that on November 29th, the FAA approved an unleaded Avgas candidate to move onto the next level of full-scale engine and flight testing. Mark mentioned the shortage of air traffic controllers as it pertains to staffing and retention. Mark announced the opening of the Wings Over the Rockies/Jeppesen Foundation/Ray Foundation Flight Training Scholarships on January 12th with a deadline of February 17th. The final selection will be announced on March 30th.

Steve Lee mentioned that CAO is hosting a class next year in partnership with AAEE, the basic and advanced Airport Safety Operations Specialist school. This is a free, four-day training for staff from Colorado's eligible public-use airports. The Groundbreaking of the DEN Center of Equity and Excellence in Aviation (CEEA) space was this morning. It includes 66,000 square feet of space built out for education, collaboration, and experimenting with new technology.

Chaz Tedesco mentioned and thanked Director Ulane for speaking at the ribbon cutting for the new security fence at Colorado Air & Space Port.

Chair Maenpa mentioned that Montrose Regional Airport has been working on its terminal expansion, including a few new gates and jet bridges, which were installed primarily for American and Southwest Airlines. Telluride Ski Resort is making snow "like crazy."

6. DIRECTOR'S REPORT

Director Ulane noted that the Board approved \$775,000 at the January 2023 meeting for the Division's aviation economic impact study, which is on a five-year update cycle and was last completed in 2020. On November 20th, the selection committee (myself, Todd Green, Scott Storie, Chair Maenpa, and Mike Fronapfel from Centennial Airport) met to review the three proposals received from Intervistas, Woolpert, and Kimley Horn. The committee selected Kimley Horn as the most qualified, which completed the Division's 2020 study. We have a few more contracting steps to complete before Kimley Horn starts work, which is expected in January. Once they are underway, we will add a standing program update for this effort to our Board meeting agendas, along with a regular monthly progress report. Director Ulane provided the Board with an update regarding the Division Reorganization. At our October 13th meeting, the CAB endorsed the staff's proposed Division reorganization and addition of a new grants/statewide initiative specialist position. On October 30, Director Ulane met with Herman Stockinger and Shoshana Lew to brief them on our efforts, which they also endorsed. At that time, CDOT's new process for adding positions was not yet finalized, but as of November 21, it is, and we're now working through two parallel processes per that guidance to effect the reorg and add the new position. As part of this, all of the Division's position descriptions will also be reviewed and updated as needed. We still have the goal to have this implemented and effective on July 1st, 2024. The Division worked with local flight schools to clearly map the defined flight practice areas and airports to show noise abatement information that will be displayed on the back of the charts.



The Division is currently working on updating the Annual report and the Legislative district map. Director Ulane noted the following upcoming events: January 23-24 Winter CAO Conference and Legislative Reception (Sheraton-downtown Denver), February 28-March 1 NASAO Annual Legislative Conference (Washington, DC).

7. FINANCIAL UPDATE

7.1 Financial Dashboard

Bryce Shuck briefed the Board that the Division's total revenue for November came in at \$4.8M, which was 99.0% of forecasted revenue. Total revenue for this year is \$22.2M. The Division's cash balance for November closed at \$27.9M, which is a \$1.4M increase from \$26.5M in October. The Division sent out \$3.3M of tax disbursements in November. The Division's tax disbursements followed the normal cycle of being one month behind revenues. The contingency slide showed that the Division set the 2024 CDAG program at \$16.0M. The state mandates that the Division's administrative expenses are at most 5% of the previous fiscal year's gross revenue. The FY24 state-mandated a 5% cap of FY23 revenue at \$3.0M. The FY24 administration budget approved by the Board in January 2023 is \$825K; the Division has spent \$216K on administration in FY24 for a forecasted total admin rate of 1.2% of FY23 revenue, which is well below the 5% statutory cap. Flowage at Denver International Airport was 40.0M gallons, setting a new November record. This was down 6% from October's 42.7M gallons, up 11% from November 2022. The forecast for December flowage is 42.8M gallons, which would be an increase of 7% from November flow. This increase seems a bit low compared to normal projections based on past historic trends. Bryce expects it to be close to all-time high levels of 44.6M.

7.2 Administrative update

Kip McClain briefed the Board that the Division is working on three internship grants. The Centennial Airport is requesting funding to hire two full-time interns for a twelve-month program. The Greeley-Weld County Airport is requesting funding to hire one full-time intern for a twelve-month program.

8. USDA WILDLIFE SERVICES AMENDMENT

Todd Green introduced Dailee Fagnant as the Division's new Certified Wildlife Biologist with the USDA. Todd Green briefed the Board that the Division is requesting approval of an additional \$70,000 for the FY 2024 Wildlife management statewide initiative budget. The Division staff is requesting these additional funds to ensure this statewide initiative continues providing airports with safety-critical wildlife management.

Mark Van Tine made the MOTION to approve an additional \$70,000 for the FY 2024 Wildlife Management Statewide Initiative budget. Steve Lee seconded.

The MOTION carried unanimously.



9. 2024 CDAG STATE/LOCAL GRANT REVIEW

Todd Green briefed the Board that the Division has reinstated its annual review process for CDAG state & local grants. As a result, the Division staff is planning to recommend just under \$11.3M to be granted for twenty-six projects at twenty-one airports totaling \$11,280,807 in CDAG grants: this includes seven runway rehabilitations, pavement maintenance projects, three snow removal equipment/storage, five customer service booths at Denver International Airport, two weather reporting installations, and four additional miscellaneous projects. The CDAG state/local grants will be presented to the CAB for formal consideration at the CAB meeting on January 23, 2024.

10. STATE INFRASTRUCTURE BANK UPDATE

10.1 Telluride Regional Airport SIB Application

Todd Green briefed the Board that on September 26, 2023, the Telluride Regional Airport Authority submitted a \$10,000,000.00 aviation SIB loan application for a sponsor-owned transient aircraft hangar facility at the airport.

10.1.1 CAB Resolution 2023-06

Todd Green briefed the Board that the Telluride Regional Airport Authority submitted a \$10,000,000.00 aviation State Infrastructure Bank (SIB) loan application on September 26th, 2023, for a sponsor-owned transient aircraft hangar facility. Division staff requested Board approval of the Telluride Regional Airport Authority's SIB Loan Application totaling \$10,000,000.00, contingent upon approval by the SIB Committee.

Daniel Melia made the MOTION to approve CAB Resolution 2023-06 approving the aviation State Infrastructure Bank Loan application dated September 26th, 2023, submitted by Telluride Regional Airport Authority, totaling \$10,000,000.00 contingent upon approval by the SIB Committee. Steve Lee seconded.

Chair Maenpa abstained from the vote.

The MOTION carried unanimously.

10.2 SIB Fund Balance Update

Director Ulane provided an update to the Board on the SIB fund balance. At this time, the current aviation SIB fund balance is \$12,381,150. If the Telluride loan is approved, there will be an available balance of \$2,381,150, the lowest in over 20 years. This low balance is a bit of a double-edged sword as, on the positive side, there will be over \$30 million in aviation SIB funds on loan, clearly demonstrating the value of this program to airports and their efforts to fund essential capital improvements. On the other hand, the Division may be faced with the need to postpone future SIB applications due to lack of funds. While the Division did partner recently with the state Office of Economic Development and International Trade to submit a \$15 million supplemental SIB funding request from the state's general fund for FY25, that did not move forward.



11. PROGRAM UPDATE

11.1 Education/Outreach

Hetty Carlson briefed the Board that all twelve FY 2024 grants have been contracted. On March 1st, 2024, the Division will start accepting FY 2025 grant applications. Hetty and Director Ulane attended the Southwest Airlines Aviation Discovery Day on November 4 at Sheltair Rocky Mountain Metropolitan Airport. Hetty attended the AOPA High School STEM Conference in Orlando, FL, November 11-15. On November 17th, Hetty visited Mandalay Middle School with William Flowers, who gave a presentation on the Colorado Air & Space Port airport. Hetty noted all the upcoming events in the aviation community: Wings Breakfast Fly-in - December 2nd, Wings Composite Aircraft Showcase - December 9th, EAA Chapter 301 Young Eagles Rally Centennial Airport - December 16th.

11.1.1 New Aviation Education/Workforce Development Grant Manual Approval

Hetty Carlson briefed the Board that the Division is requesting approval of the new Aviation Education and Workforce Development Grant Program Manual version 2023-A. The Education Grant Program section has been removed from the Division's Programs and Procedures manual and developed into a separate document.

Trimbi Szabo made the MOTION to approve the new Aviation Education and Workforce Development Grant Program Manual version 2023-A. Mark Van Tine seconded.

The MOTION carried unanimously.

11.2 NREL Alternatively Powered Aircraft Study

Scott Cary provided the Board with an updated summary of the alternatively powered aircraft study. Scott Cary introduced Nick Grue to provide the preliminary results of the alternative-powered aircraft study.

11.3 Digital Tower

Bill Payne briefed the Board on the current status of the Digital Tower Project.

12. LEGISLATIVE ISSUES

Director Ulane gave an update on FAA reauthorization efforts in Congress.

13. PROPOSED CALENDAR

13.1 Tuesday, January 23rd, 2024, General Meeting & State/Local Grant Hearing - 10:00 a.m. - Sheraton Denver Downtown- Denver CO

13.2 Tuesday, January 23rd, 2024 - Wednesday, January 24th, 2023 - Winter CAO - Sheraton Downtown - Denver, CO



13.3 Wednesday, April 17th, 2024 - Lunch with TC (Tentative) - Noon - FAA Match Grant Hearings
- 1:30 p.m. - CDOT HQ Denver, CO.

14. OTHER MATTERS BY PUBLIC & MEMBERS

No matters from the public.

15. ADJOURNMENT

The meeting adjourned at 3:08 p.m.

Board Meeting Minutes approved by:

Board Member Signature

Date

CAB Seal

Please Print Name and Position

