



MINUTES

Board Meeting

Tuesday, January 23, 2024

Colorado Airport Operators Association Winter Conference

Sheraton Denver Downtown - Windows Room - 1550 Court Pl - Denver CO 80202

MEMBERS PRESENT:

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

OTHERS PRESENT:

David Ulane	CDOT - Division of Aeronautics Director
Todd Green	CDOT - Division of Aeronautics
Kip McClain	CDOT - Division of Aeronautics
Kaitlyn Westendorf	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
Melanie Smith	CDOT - Division of Aeronautics
Casey Adamson	Kimley Horn
Bryan Anderson	Silverwest Airport
Cooper Anderson	Greeley Weld County Airport/Colorado Airport Operators Association
Jared Bass	Dibble Engineering
Devon Baummer	Mead & Hunt
Michael Beckhoff	Armstrong Consultants
Levi Brown	Vance Brand Airport
Scott Carey	NREL
Amber Channel	KJL
Anthony Clark	Denver International Airport
Eland Conway	Montrose Regional Airport
Kevin Davis	Jacob Engineering
Harrison Earl	CMT
Dave Elliot	Meadow Lake Airport
Stacie Fain	Steamboat Springs Airport
William Flowers	Colorado Air & Space Port
Mike Fronapfel	Centennial Airport
Tinneal Gerber	Yampa Valley Regional Airport
Patrick Heaton	Kimley-Horn
Dylan Heberlein	Grand Junction Regional Airport



Kristi Ivey	National Business Aviation Association
Bryon Kelley	Armstrong Consultants
Paul Kestler	Armstrong Consultants
Brett Knox	Denver International Airport
Jennifer Kroeker	Grand Junction Regional Airport
Ken Lawson	Colorado Airport Operators Association
Jason Licon	Lab for Atmospheric & Space Physics University of Colorado
Paulette Lugo	Federal Aviation Administration
Jerome Magsino	Advanced Drainage Systems
Mario Maraccini	Dibble Engineering
Josh Miller	Eagle County Regional Airport
Marc Miller	Woolpert
Todd Minnich	Federal Aviation Administration
David Mittleman	Avfuel
Angela Padalecki	Grand Junction Regional Airport
Bill Payne	William E. Payne & Associates
Greg Pedroza	Pueblo Memorial Airport
Will Perez	Greeley-Weld County Airport
Greg Phillips	Colorado Springs Municipal Airport
David Reid	Eagle County Regional Airport
Josh Reinhard	Electrical Excellence
Francis Robbin	Northern Colorado Regional Airport
Ron Roetzel	Bolton Menk
Joshua Schroeder	Grand County Airports
Luke Skaflen	Centennial Airport
Kelly Sloan	Government Relations - CABA
Barbara Stauch	Office of the Attorney General
Jeremy Thompson	Holyoke Airport
Celeste Vandeventer	Mead & Hunt
Tyler Vasquez	Greeley-Weld County Airport
Tony Vicari	Durango - La Plata County Airport
Jen Wolchansky	Mead & Hunt
Aaron Zee	Advanced Drainage Systems

Pledge of Allegiance

1. CALL TO ORDER

The meeting commenced at 10:01 a.m.

2. AMENDMENTS TO THE AGENDA

There were no amendments to the agenda.

3. APPROVAL OF MEETING MINUTES

3.1 December 13, 2023

Steve Lee made the MOTION to approve the minutes from December 13, 2023. Mark Van Tine seconded.

The MOTION carried unanimously.



4. BOARD MEMBER ELECTIONS

Barbara Stauch briefed the Board that it would not be necessary to make a formal motion to nominate new Board members for elections.

4.1 Nominations

Kenny Maenpa nominated Kent Holsinger for Chair. Barbara asked for a second, seconded by Trimbi Szabo. Barbara asked if there were any other nominations for Chair; since there were none, the nominations were closed.

Barbara requested a verbal vote from the Board to elect Kent Holsinger as Chair; the Board unanimously voted all in favor of the nomination.

Kenny Maenpa nominated Mark Van Tine for Vice-Chair. Barbara asked for a second, seconded by Steve Lee. Barbara asked if there were any other nominations for Vice-Chair; since there were none, the nominations were closed.

Barbara requested a verbal vote from the Board to elect Mark Van Tine as Vice-Chair, the Board unanimously voted all in favor of the nomination.

Kenny Maenpa nominated Trimbi Szabo for Secretary. Barbara asked for a second, seconded by Chaz Tedesco. Barbara asked if there were any other nominations for Secretary; since there were none, the nominations were closed.

Barbara requested a verbal vote from the Board to elect Trimbi Szabo as Secretary; the Board unanimously voted all in favor of the nomination.

4.2 Voting

The result of the elections are below:

Kent Holsinger as Chair
Mark Van Tine as Vice-Chair
Trimbi Szabo as Secretary

5. PUBLIC COMMENTS

No public comments.

6. BOARD MEMBER REPORTS (By member)

Steve Lee thanked the Board and Division of Aeronautics for collaborating with the Colorado Airport Operators Association to hold the CAO Winter Conference. Steve noted that CAO awarded two \$2,500 scholarships to students pursuing an aviation degree. One student was from Aims Community College, and the other was from Metropolitan State University of Denver. Steve mentioned that the West Security Checkpoint at Denver International Airport is opening next month.

Mark Van Tine briefed the Board about the FAA finished public comments for the notice of proposed rule-making for the new (Modernization of Special Airworthiness Certification) MOSAIC



program. The program is designed to enhance the safety and performance parameters of Light-Sport Aircraft (LSA). Mark also noted that Wings Over the Rockies is accepting applications for the Captain Jeppesen Foundation flight scholarships with a closing date of February 17, 2024. Twenty-two scholarships will be awarded, valued at \$12K each.

Daniel Melia briefed the Board that the Eastern Plains has a lot of airports with projects happening right now: Apron projects at Sterling Municipal Airport, Colorado Plains Regional Airport, and Trinidad-Perry Stokes Airport are replacing a few taxiways, and Burlington-Kit Carson County Airport is receiving a taxiway replacement and generator.

Chaz Tedesco briefed the Board that Colorado Air & Space Port (CFO) took delivery of a new deicing unit and will utilize the Bipartisan Infrastructure Law (BIL) for the rehabilitation of public taxi lanes in hangar areas. Colorado Air & Space Port just completed an FBO performance and management audit, and the gates for the perimeter fence project are now completed. CFO broke a record with 115K operations in 2023. The airport is exploring public/private partnerships to build a new FBO hangar.

Trimbi Sazbo provided an update to the Board on the activities of several airport/pilot associations.

Kenny Maenpa briefed the Board that Telluride Regional Airport will break ground in April for a new 40k square-foot hangar complex. Attached to this will be a lean-to of 5k square feet for storage of snow removal equipment. Kenny also thanked the Division for all the grants and surplus funds. Kenny mentioned he will be attending the Colorado Northwestern Aviation Summit in Rangely, where Director Ulane will be a keynote speaker on March 14, 2024. Kenny is looking forward to the Spring CAO Conference in Vail. He encouraged fellow airport operators to sponsor that event.

Chair Holsinger briefed the Board that Walden-Jackson County Airport (33V) is looking forward to runway resurfacing and the technical work in preparation for that.

7. DIRECTOR'S REPORT

David Ulane provided the Board with an update on routine Division operations.

8. FINANCIAL UPDATE

8.1 Financial Dashboard

Bryce Shuck briefed the Board that the Division's total revenue for December came in at \$4.8M. Total revenue for this year is \$27.0M. The Division's cash balance for December closed at \$26.3M, a decrease from \$27.6M in November. The Division sent out \$2.4M 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 expensed \$316K on administration in FY24 for a total admin rate of 1.2% of FY23 revenue, which is well below the 5% statutory cap. December flowage at Denver International Airport was 45.5M gallons, setting a new December record. This was up by 14% from November's 40.0M gallons, up 13% from December 2022.



9. FY 2025 DIVISION REVENUE UPDATE/BUDGET APPROVALS

9.1 FY 2025 Administrative & Program Delivery Budget Request

Bryce Shuck briefed the Board that the Division is requesting approval of \$655,000 to fund the Program Delivery budget in FY 2025 and approval of \$845,000 to fund the administration budget in FY 2025. The program delivery budget will allocate funds for staff costs directly related to various statewide initiatives and the Colorado Discretionary Aviation Grant Program (CDAG). The administrative budget is allocated to funding all costs associated with the administration of the Division.

Daniel Melia made the MOTION to approve \$655,000 to fund the Program Delivery budget for FY 2025 and \$845,000 to fund the Administration budget for FY 2025. Kenny Maenpa seconded.

The MOTION carried unanimously.

9.2 FY 2025 Aeronautics Property Budget Request

Bryce Shuck briefed the Board that the Division is requesting approval for the FY 2025 Aeronautics property budget of \$80,100 to fund all costs associated with the Division office building. Costs include capital improvements, maintenance, ground lease, utilities, and other cost related to the maintenance of the building.

Trimbi Szabo made the MOTION to approve \$80,100 to fund the Aeronautics property budget through FY 2025. Mark Van Tine seconded.

The MOTION carried unanimously.

10. 2024 CDAG STATE & LOCAL GRANT HEARING

10.1 Consent Agenda

Todd Green briefed the Board that the Division staff is requesting approval for the first round of 2024 State & Local CDAG applications totaling \$8,730,807 for twenty-two projects at nineteen airports. This includes seven airfield pavement construction/rehabilitation/reconstruction, nine pavement maintenance projects, three snow removal equipment (SRE) / SRE storage, one set of five DEN customer service booths, two weather reporting, and four additional projects. The Division staff requests approval of the 2024 state & local grant applications totaling \$8,730,807.

Kenny Maenpa made the MOTION to approve the first round of 2024 State & Local CDAG Grants totaling \$8,730,807. Mark Van Tine seconded.

The MOTION carried unanimously.

10.2 Individual Action



10.2.1 Colorado Air & Space Port

Todd Green briefed the Board that the Division staff is requesting approval of \$500k for pavement maintenance on the west ramp for the Colorado Air & Space Port.

Trimbi Szabo made the MOTION to approve the pavement maintenance on the west ramp for the Colorado Air & Space Port for the Colorado Air & Space Port for \$500K. Steve Lee seconded.

Chaz Tedesco abstained from the vote.

The MOTION carried unanimously.

10.2.2 Denver International Airport

Todd Green briefed the Board that the Division staff is requesting approval of \$800,000 for customer service booth installations at Denver International Airport.

Daniel Melia made the MOTION to approve upgraded customer service booth installations at Denver International Airport for \$800,000. Kenny Maenpa seconded.

Steve Lee abstained from the vote.

The MOTION carried unanimously.

10.2.3 Walden Jackson Country Airport

Todd Green briefed the Board that the Division staff is requesting approval of \$250,000 for a design project for the large airfield reconstruction project at Walden Jackson Country Airport.

Steve Lee made the MOTION to approve the airfield reconstruction project at Walden Jackson Country Airport for \$250,000. Kenny Maenpa seconded.

Kent Holsinger abstained from the vote.

The MOTION carried unanimously.

10.2.4 Telluride Regional Airport

Todd Green briefed the Board that the Division staff is requesting approval of \$1M for snow removal equipment (SRE) / SRE storage at the Telluride Regional Airport.

Mark Van Tine made the MOTION to approve snow removal equipment (SRE) / SRE storage at the Telluride Regional Airport for \$1M. Chaz Tedesco seconded.

Kenny Maenpa abstained from the vote.

The MOTION carried unanimously.



10.3 2024 State & Local Grant Resolution - CAB Resolution

Todd Green requested approval of the 2024 State & Local Grant Resolution 2024-01 approving the CDAG applications detailed in both agenda items 10.2.1 through 10.2.4, totaling \$11,280,807.

Daniel Melia made the MOTION to approve the 2024 State & Local CDAG Grants totaling \$11,280,807 and the associated Board resolution 2024-01. Chaz Tedesco seconded.

The MOTION carried unanimously.

11. FY 2025 STATEWIDE INITIATIVES BUDGET REQUEST

Todd Green briefed the Board that Division staff is requesting approval for the FY 2025 Statewide Initiative budget. The Division is requesting \$3,285,000 to fund 18 initiatives for FY 2025. The statewide budget request would include the following: Airport AWOS Program; Airport Inspections (PCI & 5010); Airport Internships; Airport Operations Monitoring System; Crack Fill Program; EAA AirVenture (Oshkosh): Education & Workforce Development: Mountain AWOS Program; Outreach & Engagement; Publications; Professional Development; Digital Tower Program Management; Reporting; Surplus Equipment; Technical Services; and USDA Wildlife Services; Weather Cameras and the 2025 Economic Impact Study. The Division staff is requesting approval of the FY 2025 Statewide Initiatives budget totaling \$3,285,000.

Kenny Maenpa made the MOTION to approve the FY 2025 Statewide Initiatives budget request totaling \$3,285,000. Mark Van Tine seconded.

The MOTION carried unanimously.

12. COLORADO AIRPORT OPERATORS ASSOCIATION EDUCATION GRANT REQUEST

Hetty Carlson briefed the Board that the Division staff is requesting approval of the Colorado Airport Operations Association Education Grant application. The Division is requesting \$45,000 to fund additional airport training courses CAOAs planned for the upcoming year.

Trimbi Szabo made the MOTION to approve the Colorado Airport Operators Association Education Grant application request totaling \$45,000. Mark Van Tine seconded.

The MOTION carried unanimously.

13. PROGRAM UPDATE

13.1 Education/Outreach

Hetty Carlson noted that the Aviation Education and Workforce Development Grant Manual is accessible via the Division's website. The grant application window opens on March 1, 2024, and closes on May 1, 2024. The Division also supported 24 individual events, numerous monthly fly-ins, and the Young Eagles rallies. Hetty noted the ten upcoming events through the middle of March. Hetty also thanked the airport operators who informed the Division about upcoming aviation events in their community.

13.2 NREL Alternatively Powered Aircraft Infrastructure Study Update



Scott Carey provided an update on their study.

13.3 Digital Tower

Bill Payne provided an update on the progress of the Digital Tower.

14. LEGISLATIVE ISSUES

David Ulane briefed the Board on state and federal legislative issues.

14.1 2024 Advocacy Resolution - CAB Resolution 2024-02

David Ulane briefed the Board that at the first Board meeting of the year, the Board adopts a legislative/advocacy resolution that outlines the Board's position on several legislative and policy issues affecting aviation in Colorado. In addition, David provided a summary of the policy and legislative matters outlined in the Board packet.

Mark Van Tine made the MOTION to approve the 2024 Advocacy Resolution 2024-02.
Daniel Melia seconded.

The MOTION carried unanimously.

15. ANNUAL BOARD MEMBER CONFLICT OF INTEREST STATEMENT

Todd Green explained the Conflict-of-Interest Statements to the Board. The purpose of this statement is included in the CAB governance documents established and adopted by the Board, and each member of the Board must sign them annually.

16. PROPOSED CALENDAR

16.1 Thursday, April 18, 2024, General Meeting & FAA Matching Grant Hearing -2:00 p.m. -
Division Office - Watkins, CO.

16.2 June 5-7, 2024 - General Meeting & Spring CAO Conference - Time TDB- The Hythe Vail-
Vail, CO.

Kenny Maenpa made the MOTION to approve the proposed calendar. Steve Lee seconded.

The MOTION carried unanimously.

17. OTHER MATTERS BY PUBLIC & MEMBERS

Greg Pedroza, Casey Adamson, and Angela Padalecki provided an update on the organization they represented. Unfortunately, due to audio issues, we were unable to note the highlights of their presentations.

18. ADJOURNMENT

The meeting adjourned at 11:52 a.m.



Board Meeting Minutes approved by:

Board Member Signature

Date

CAB Seal

Please Print Name and Position

