



# COLORADO

## Aeronautical Board

### MINUTES

#### Board Meeting

Wednesday, April CDOT Headquarters -  
Valley Highway Conference Room- Room 158  
2829 W. Howard Place - Denver, CO 80204  
April 19, 2023, 1:30 p.m.

#### MEMBERS PRESENT:

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

#### MEMBERS ABSENT:

Chaz Tedesco

#### OTHERS PRESENT:

David Ulane	CDOT - Division of Aeronautics Director
Todd Green	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
Kip McClain	CDOT - Division of Aeronautics
Melanie Smith	CDOT - Division of Aeronautics - Intern
Riley Adamy	Colorado Department of Transportation
Rita Aguilar	Denver International Airport
Cristal Deherrera	Denver International Airport
Jesse Fabula	Armstrong Consultants
Mike Fronapfel	Centennial Airport
Rachel Gruber	Denver International Airport
Mary Lemieux	Self
Jason Licon	Northern Colorado Regional Airport/Colorado Airport Operators Association
Bill Payne	William E. Payne & Associates
Kelly Sloan	Government Relations - CABA
Tony Vicari	Durango Airport
Jacque Zirbes	Short Elliott Hendrickson



## Pledge of Allegiance

### 1. CALL TO ORDER

The meeting commenced at 1:44 p.m.

### 2. AMENDMENTS TO THE AGENDA

There were no amendments to the agenda.

### 3. APPROVAL OF MEETING MINUTES

#### 3.1 January 31, 2023

Steve Lee made the MOTION to approve the minutes from January 31st, 2023. Kent Holsinger seconded.

The MOTION carried unanimously.

### 4. INDUSTRY UPDATE

#### 4.1 Denver International Airport Update

Cristal DeHerrera, Chief of Staff and Executive Vice President at Denver International Airport, acknowledged her coworker Steve Lee, Colorado Aeronautics Board Member. She introduced Rachel Gruber, Manager of Regional Affairs, and Rita Aguilar, Vice President of Government Affairs of Global Public Policy. Cristal and her team met with Jason Licon at the Northern Colorado Regional Airport. Jason provided Cristal's team with a tour of the Remote Tower. Cristal acknowledged the great partnership Jason has with Aims Community College. Cristal provided an update regarding Denver International Airport. She noted that the airport had regained all of its international flights since COVID and is looking to expand international destinations.

### 5. BOARD MEMBER REPORTS (By member)

Steve Lee noted that Colorado airports had expressed concerns regarding the TSA budget proposal to eliminate TSA funding for a person to watch the exit lane from the sterile area to an air carrier airport to the public space, which may impact smaller airports.

Daniel Melia briefed the Board that agricultural operations have increased on the Eastern plains. The Wray Municipal Airport's taxiway project is out for bid. Sterling Municipal Airport's ramp project has been delayed a year. Southeast Colorado Regional Airport has a new self-serve fuel farm for Avgas. Daniel met Luke Sullenberger, new airport manager at the La Junta Airport. The Springfield Municipal Airport is developing a plan for the combination ramp/taxiway project to bid in January 2024. The Perry Stokes Airport has a taxiway-apron project starting in May 2023 and received a grant for a terminal upgrade. Daniel noted the Wings and Wheels show at the Pueblo Weisbrod Aircraft Museum was a success. Lastly, Daniel provided an update regarding all the upcoming events at the Burlington-Kit Carson County Airport.



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

Kent Holsinger expressed his interest in all the construction on the Western Slope and is interested in the outcome of the Aspen-Pitkin County Airport and Centennial Airport's discussion with the FAA. In addition, Kent noted that a startup company partnering with the School of Mines is developing technology to eliminate PFAS.

Mark Van Tine appreciated the conversation with the CDOT Transportation Commission regarding the importance of aviation to our economy. Mark expressed concerns regarding the FAA closing the Leesburg Remote Tower project scheduled for June 14th, 2023. Mark is looking forward to seeing who the next FAA Administrator will be. Mark noted workforce development and leadership within the FAA needs more growth. Finally, Mark stated that Wings Over the Rockies accepted applications for the Captain Jeppesen Foundation flight scholarships in February 2023. Twenty-three scholarships will be awarded, valued at \$12K each.

Chair Maenpa briefed the Board that the Montrose Regional Airport's terminal improvement project is well underway. Two terminal jet bridges are expected to be completed by the end of the summer.

## 6. PUBLIC COMMENTS

There were no public comments.

## 7. DIRECTOR'S REPORT

David Ulane briefed the Board that he, Jason Licon, and Bill Payne drafted a letter on behalf of the congressional delegation and Governor Polis to U.S. DOT Secretary Pete Buttigieg and FAA Acting Administrator Billy Nolen offering support for the Remote Tower project. The letters were sent at the end of April. On March 31st, Dave and the NASAO legislative team briefed the House of Transportation and Infrastructure Committee on NASAO's priorities for reauthorization, previously shared with the CAB. Dave provided an update regarding the NREL alternatively powered aircraft airport infrastructure study. On March 31<sup>st</sup>, Dave held an initial kickoff meeting with National Renewable Energy Lab's (NREL) team conducting the study. They are forming a study committee with industry representatives to guide the study.

## 8. FINANCIAL UPDATE

### 8.1 Financial Dashboard

Bryce Shuck briefed the Board that the Division's total revenue for March came in at \$4.76M. Total revenue for FY23 is \$46.9M. The Division's cash balance for March closed at \$23.8M, which is an increase of \$1.3M from \$22.5M in February. The Division sent out \$3.0M of tax disbursements in March. The Division's tax disbursements followed the normal cycle of being one month behind revenues. The contingency slide showed that the Division set the 2023 CDAG program at \$14.0M. The state mandates that the Division's administrative expenses are at most 5% of the previous fiscal year's gross revenue. The FY23 state-mandated a 5% cap of FY23 revenue at \$2.3M. The FY23 administration budget approved by the Board in January



2022 is \$765K; the Division has expended \$549K on administration in FY23 with a projected total admin expenditure in FY23 of \$745K. This would have the Division at 1.6% of FY22 revenue, which is well below the 5% statutory cap. March flowage at Denver International Airport was 44.4M gallons, which was up 31% from February's 34.0M gallons, and up 14% from March 2022. These numbers were close to the forecast of 45.1M which deviated significantly from expected historical trending from month to month. Most of the Division's cash balance is committed to the current grant programs, operating expenses, and statewide initiatives through FY24, while \$3.4M is unencumbered. This indexing shows a healthy cash balance as the Division is not holding excess amounts on hand, and the unencumbered amount will be applied for the 2024 CDAG program and any other strategic deployment of the Division's resources.

### 8.2. FY 2023 Publications Budget Increase

Bryce Shuck briefed the Board that the Division staff is requesting approval for an increase to the Division's FY23 Publications budget by \$40,000 to a total of \$140,000 due to a drastic and unforeseen increase in prices, primarily from our printing services.

Kent Holsinger made the MOTION to approve the Division's FY23 Publications budget increase by \$40,000, totaling \$140,000. Trimbi Szabo seconded.

The MOTION carried unanimously.

### 8.3. Grant Administrative/Intern Request Update

Kaitlyn Westendorf informed the Board that \$1,939 of the \$410,000 that the CAB approved for the CDAG Supplemental Budget Fund on August 31st, 2022, was administratively approved to amend Leadville/Lake County Airport's taxi lane construction grant.

## 9. 2023 CDAG FEDERAL MATCH GRANT HEARING

### 9.1 2023 CDAG Federal Grant Approval

Todd Green briefed the Board that the Division staff is requesting approval for the second round of the 2023 Colorado Discretionary Aviation Grant (CDAG) applications to provide state-matching funds for federally funded airport projects totaling \$4,019,683. The second-round of 2023 grants will provide 35 airports with matching funds to complete projects utilizing Airport Improvement Program (AIP) and Bipartisan Infrastructure Law (BIL) funding. Therefore, the Division staff requests approval of the 2023 federal matching applications totaling \$4,019,683.

Steve Lee made the MOTION to approve the second round of 2023 CDAG federal grants totaling \$4,019,683. Kent Holsinger seconded.

The MOTION carried unanimously.

#### 9.1.1. Burlington-Kit Carson County Airport



Todd Green briefed the Board that the Division staff is requesting approval of a \$16,888 2023 CDAG application for an airport airfield generator for Burlington-Kit Carson County Airport.

Kent Holsinger made the MOTION to approve the 2023 CDAG application for the Burlington-Kit Carson County Airport's airfield generator totaling \$16,888. Mark Van Tine seconded.

Daniel Melia abstained from the vote.

The MOTION carried unanimously.

### 9.1.2. Telluride Regional Airport

Todd Green briefed the Board that the Division staff is requesting approval of a \$25,000 2023 CDAG application for the Telluride Regional Airport's Airport Layout Plan update.

Trimbi Szabo made the MOTION to approve the 2023 CDAG application for the Telluride Regional Airport's Airport Layout Plan update for \$25,000. Steve Lee seconded.

Kenneth Maenpa abstained from the vote.

The MOTION carried unanimously.

### 9.2. 2023 Grant Approval CAB Resolution

Todd Green briefed the Board that the Division staff is requesting approval for the 2023-03 resolutions for all 35 grants totaling \$4,019,683.

Daniel Melia made the MOTION to approve the second-round of 2023 grants totaling \$4,019,683 and the associated Board resolution 2023-03. Mark Van Tine seconded.

The MOTION carried unanimously.

### 9.3. Administrative Supplemental Fund

Todd Green briefed the Board that the Division staff is requesting approval to move \$482,867 into the Division's Administrative Supplemental Fund. On August 31st, 2022, as part of the Division's larger Fund Balance Adjustment Plan, the CAB approved the creation of the Administrative Supplemental Fund. This fund was developed to allow Division staff to administratively approve supplemental CDAG funding requests on a case-by-case basis to alleviate delays in project completion. The CAB approved \$410K in August, and to date, three airports have utilized this program using \$33,081.70 in supplemental funding. Also, in August 2022, the CAB approved the 2023 CDAG program with a planned limit of \$14M. The State & Local program and the requested Federal Match program account for \$13,517,133. Staff is requesting to move the remaining \$482,867 below the \$14M limit into the Administrative Supplemental Fund. This request would increase the fund to \$859,785.30 and allow the



Division staff to continue administratively approving supplemental requests (with no change in scope) on a case-by-case basis. Any approvals will continue to be presented at future CAB meetings.

Kent Holsinger made the MOTION to approve the movement of \$482,867 into the Division's administrative Supplemental Fund. Mark Van Tine seconded.

The MOTION carried unanimously.

## 10. PROFESSIONAL DEVELOPMENT/OUT OF STATE TRAVEL PLAN

### 10.1 FY 2024 Division OOST Plan Approval

David Ulane briefed the Board that each April, the Division develops a staff professional development plan and out-of-state travel (OOST) plan for the next fiscal year. These funds will include all costs associated with planned trips outside the state for Division staff. This year, the Division is expanding the OOST plan based on outstanding financial performance so that everyone on the team can participate in at least one professional development opportunity in FY24. Therefore, the Division is requesting approval of the FY2024 professional development/out-of-state travel (OOST) plan totaling \$38,750.

Trimbi Szabo made the MOTION to approve the Division's professional development/out-of-state travel (OOST) plan for FY2024, totaling \$38,750. Daniel Melia seconded.

The MOTION carried unanimously.

## 11. PROGRAM UPDATES

### 11.1 Education/Outreach

Hetty Carlson briefed the Board on past and upcoming events in which the Division participated or supported. Within the first three months of 2023, the Division has attended 11 events, already about to surpass 2022's total attendance of 12 events. On March 11th, 2023, Hetty, Dave, Shahn, and Melanie distributed charts and directories to the public at the Planes and Pilots Day event at the Wings Over the Rockies Exploration of Flight facility at Centennial Airport. General Titus spoke about his time in the Air Force, flying all of the Century-series aircraft. Falcon AeroLab hosted an event with six "sky-shattering" female pilots, which 18 female Falcon AeroLab students attended. Hetty and Board member Trimbi Szabo attended the Emily Warner Women Airline Pilot Day Proclamation on March 8th, 2023, which coincided with International Women's Day. The Division has partnered with the Denver School of Science and Technology and the Denver Center for Equity and Excellence in Aviation for their industry nights. Hetty has participated in two industry nights in 2023 so far. There are seven more upcoming events. The 2023 Aviation Education Grant Application window closes on May 1st, 2023. Only two applications have been submitted so far, but eight more organizations have intentions of applying.

### 11.2 Intern Update



The Division's intern, Melanie Smith, updated the Board on the events and projects she participated in from February through April 2023. The events attended include Pilots and Planes Day, Aerospace Day at the Capitol, Rocky Mountain Metropolitan Airport tour, and the Colorado Asphalt Pavement Association (CAPA) Asphalt and Airports Meeting. In addition, Melanie has assisted in mailing out the 2023 charts and directories, created sales and excise tax forecasts, and made a Covid-relief funding summary sheet for each Colorado airport addition. Furthermore, Melanie showed the Board an aircraft accident/incident response guide she designed that will be dispersed to Colorado airports to provide them with steps to take in the event of an aircraft accident or incident at or in the vicinity of an airport.

### 11.3 Remote Tower

Bill Payne briefed the Board that the FAA is considering the Remote Tower project and whether to continue the project. On April 1st, 2023, Searidge installed 4K cameras to replace the 1080p HD cameras, and the demonstration was successful. The demonstration proved it could meet the requirements of the FAA's operational visual requirements document. As a result, Searidge provided a letter to the contracting officer requesting that the stop work order be lifted. The FAA will hold a meeting on April 27th, 2023, and at that point, the determination of the continuation of the Remote Tower project will be up to Searidge and the FAA.

### 11.4 Appointment of CAB Member to Aviation SIB Loan Committee

Dave Ulane briefed the Board that the Division staff is requesting a motion to appoint a CAB member to the Aviation SIB Loan Committee. During their April 20th, 2023, meeting, the Transportation Commission (TC) is expected to formally adopt updated rules for CDOT's State Infrastructure Bank (SIB) loan program. This anticipated approval will be concurrent with CDOT's finalization of an updated internal Procedural Directive aligning with and implementing those new rules. As discussed at previous CAB meetings, the SIB rules are being updated as a result of a Division-initiated process improvement that will transfer final approval of Aviation SIB loans from the TC to the CAB without modifying any of the financial due diligence requirements. This improvement will eliminate current TC approval steps that add time but not value to the SIB process and will make the entire process more efficient and streamlined for both applicants and CDOT. Part of the process improvement includes appointing a CAB member in lieu of a TC member to the SIB loan committee for aviation loans. Per the new SIB rule and PD, the committee for aviation SIB loans will consist of the Aeronautics Director, CDOT SIB manager, and CDOT's Chief Financial Officer. The loan committee is responsible for reviewing the financial due diligence completed for a loan application by CDOT's Division of Accounting and Finance (DAF) and recommending it to the CAB for approval or disapproval of the application. Having a CAB member pre-appointed to this committee is necessary to ensure that aviation SIB applications are processed promptly and ensure consistency with the TC's standing appointment for a similar position for non-aviation SIB loans.

Kenneth Maenpa nominated Mark Van Tine, who has tremendous strength in business and finance.

Daniel Melia made the MOTION to approve the nomination of Mark Van Tine to be the appointed CAB member to the Aviation SIB Loan Committee. Trimbi Szabo seconded.



The MOTION carried unanimously.

## 12. LEGISLATIVE ISSUES

### 12.1 Updated 2023 Advocacy Resolution/CAB Advocacy Resolution 2023-04

David Ulane briefed the Board that Colorado House Bill 23-1156 Airport Authority Act Modernization and Colorado Senate Bill 23-095 Unlawfully Aiming Laser Device at Aircraft have passed and were signed by Governor Jared Polis. There are additional bills involving sustainable aviation and decarbonization that are currently pending. Dave noted that Kenneth Maenpa testified on behalf of the Telluride Regional Airport for Colorado House Bill 23-1289 Sustainable Advancements in Aviation Tax Credits but was not able to testify on behalf of the CAB.

Kelly Sloan, Government Relations for Colorado Aviation Business Association (CABA), thanked Trimbi Szabo for her testimony that helped pass Colorado Senate Bill 23-095. CABA stated as a stakeholder in the Colorado House Bill 23-1289 eight months ago. Therefore, there may be an opportunity to testify for the Bill when it gets to the Senate.

David Ulane briefed the Board that the Division staff is requesting approval of the Updated 2023 CAB Advocacy Resolution 2023-04. This update adds support for H.R. 1818, the Aviation Workforce Development Act, which would amend the Internal Revenue Code of 1986 to allow qualified distributions from qualified tuition programs for certain aviation maintenance and commercial pilot courses.

Mark Van Tine made the MOTION to approve the Updated 2023 CAB Advocacy Resolution 2023-04. Kent Holsinger seconded.

The MOTION carried unanimously.

## 13. PROPOSED CALENDAR

13.1 June 21-23, 2023 - General Meeting & CAO Conference - Double Tree Hilton Colorado Springs - Colorado Springs, CO.

13.2 June 22nd, 2023 - General Meeting - 1:30 p.m. - Double Tree Hilton Colorado Springs - Colorado Springs, CO

13.3 August 22nd, 2023 - CAB/Staff Workshop - 9:00 a.m. - 4:00 p.m. - Division Offices - Watkins, CO

13.4 August 23rd, 2023 - General Meeting - 9:00 a.m. - Division Offices - Watkins, CO

Daniel Melia made the MOTION to approve the proposed calendar. Mark Van Tine seconded.

The MOTION carried unanimously.

## 14. OTHER MATTERS BY PUBLIC & MEMBERS





Mike Fronapfel provided an update for Colorado Airport Operators Association (CAOA) and is looking forward to the next CAOA conference in June 2023. CAOA is hosting an airfield electrical lighting and signage training tentatively planned for September 12-15, 2023. Those interested in attending can register on the website. Mike noted that CAOA will be awarding two scholarships this year for \$2,500 each that will go to anyone pursuing a career at airports or in support positions for aviation. The application deadline is July 31st, 2023. Mike provided an update for the Centennial Airport and noted that since the Arapahoe County Public Airport Authority Board signed a resolution in March 2023 to transition from 100LL to 94UL, three primary flight schools at the airport have agreed to obtain supplemental-type certificates for their aircraft. Centennial Airport is proud to be the first airport in Colorado to provide 94UL, and the unveiling ceremony is set to take place on May 3rd, 2023. Centennial Airport will provide incentives to use 94UL by paying for supplemental type certificates for based aircraft, helping FBOs with the transition of the equipment, and supplementing the price of 94UL to make it equivalent to the market price of 100LL.

Jason Licon updated the Northern Colorado Regional Airport and noted that the Flying Legends of Victory Tour will visit the airport from May 30th, 2023, to June 4th, 2023. Jason also noted that Colorado State University (CSU) received an FAA education grant for UAS drone training, and that CSU will host a drone airshow in October 2023.

#### 15. ADJOURNMENT

The meeting adjourned at 3:36 p.m.

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**Board Meeting Minutes approved by:**

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*Board Member Signature*

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*Date*

*Seal*

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