

August 11, 2022

The Board of Commissioners of the Arapahoe County Public Airport Authority, Arapahoe County, Colorado, held a regular meeting open to the public at Centennial Airport Administration Complex, 7565 South Peoria St., Englewood, Colorado, located within the County, on August 11, 2022 at 3:00 p.m.

The following members were present:  
Commissioner Bagnato, Chair Pro-Tem  
Commissioner Baker, Clerk  
Commissioner Doubek, Treasurer  
Commissioner Holen, Voting Member  
Commissioner Huffman, Ex-Officio  
Commissioner Sieber, Ex-Officio

The following members were absent, but excused:  
Commissioner Sharpe, Chair  
Commissioner Laydon, Ex-Officio

Each Commissioner was notified of the date, time and place of the meeting and the purpose to which it was called. At least three (3) days prior to the date of the meeting, Public Meeting notices were posted, and an agenda was posted on the Authority's website and in the window of the door at the Administration building. Please note that this public meeting was held through video and web conferencing software options for the Board members, staff and public.

#### Call to Order & Pledge of Allegiance

Chair Pro-Tem Bagnato called the meeting to order at 3:00 p.m. and recited the Pledge of Allegiance.

#### Public Comment

Mr. Fronapfel briefed the Board about the plane crash that happened off runway 10/28. He stated that the crash happened right off the end of RY 10/28 and off property near the Fedex building. The pilots name was 57-year-old James Shumway of Parker. Mr. Fronapfel advised that it is currently under investigation with NTSB and that the airport sends our thoughts and prayers to Mr. Shumway's family. Mr. Fronapfel also introduced Stacey Davenport who is the new Director of Human Resources and Administration.

#### Amendments to the Agenda

**ADDED ITEM: Consent Agenda – Request to FAA for Aeronautical Release of Parcels 26, 33B, 33D, and 33F**

#### Next Meetings

- September 7, 2022 @ 6:30 p.m. – Noise Roundtable Meeting – Wright Brother's Room Hybrid
- September 8, 2022 @ 3:00 p.m. – Regular Board Meeting – Wright Brother's Room Hybrid

#### CONSENT AGENDA

- 1. Approve Minutes of June 16, 2022** **Stacey Davenport**  
*Recommendation:* Motion to approve the minutes of June 16, 2022 and authorize the Chair to sign.
- 2. Appoint Budget Officer for 2023 Budget** **Mike Fronapfel**  
*Recommendation:* Motion to appoint Andrew Gillespie as Budget Officer for 2023 Budget.
- 3. Pond C5 – Non – Exclusive Permanent Drainage Easement Agreement** **Lauren Wiarda**  
*Recommendation:* Motion to conditionally approve the Non-Exclusive Permanent Drainage Easement Agreement between ACPAA and Douglas County and authorize the Chair to sign pending final review and approval by staff and legal counsel.
- 4. Pond C3-C4 Construction – Uniform Easement Deed and Revocable Storm Drainage License Agreement** **Lauren Wiarda**  
*Recommendation:* Motion to conditionally approve the Pond C3-C4 Uniform Easement Deed and Revocable Storm Drainage License Agreement and authorize the Chair to sign pending final review and approval by staff and legal counsel.
- 5. Amendment No. Six to the CH2M Hill, Inc. Contract (Jacobs)** **Lauren Wiarda**  
*Recommendation:* Motion to approve Amendment No. six to the CH2M Hill, Inc. contract dated October 12, 2017 and authorize the Chair and Clerk to sign.
- 6. Amendment No.7 to the CH2M Hill, Inc. Contract** **Derald Shaw**  
*Recommendation:* Motion to approve Amendment No. 7 to the CH2M Hill, Inc. contract dated October 12, 2017 and authorize the Chair and Clerk to sign.
- 7. Denver DTC Hotels, LLC Consent to Leasehold Mortgage Interest and Lessor's Estoppel Certificate** **Luke Skaflen**

*Recommendation:* Motion to approve (1) Consent to Leasehold Mortgage Interest with DTC Hotels, LLC, and (2) Approval of Lessor's Estoppel Certificate; and authorize the Chair and Clerk to sign.

**8. Fourth Amendment to Centennial Airport Fixed Based Operator Lease and Agreement with Signature Flight Support, LLC** **Luke Skaflen**

*Recommendation:* Motion to approve Fourth Amendment to Centennial Airport Fixed Base Operator Lease and Agreement with Signature Flight Support, LLC.

**9. Subordination, Non-disturbance, and Attornment Agreement with Modern Aviation Properties, LLC** **Luke Skaflen**

*Recommendation:* Motion to rescind the previously approved SNDA dated June 16, 2022 and conditionally approve the attached Subordination, Non-disturbance and Attornment Agreement with Modern Aviation Properties, LLC and authorize Chair to sign pending review by staff, Modern Aviation Properties, LLC, and counsel.

**10. ACPAA Savings Plan Restatement** **Gwen Balk/Stacey Davenport**

*Recommendation:* Motion to approve the ACPAA Savings Plan Restatement dated 1/1/2022 and ratify the Chair and Trustee's 7/27/2022 signature.

**11. Ratification to Second Quarter 2022 Expenditures** **Andrew Gillespie**

*Recommendation:* Motion to ratify Second Quarter 2022 Expenditures in the amount of \$3,762,083.44.

**12. Three Lease Amendments to Ground Lease and Agreement for Wings Over the Rockies Air and Space Museum** **Luke Skaflen**

*Recommendation:* Motion to approve the three Ground Lease and Agreements amendments for Wings Over the Rockies Air and Space Museum for Parcels 4-1, 4-2, and 4-3 and Authorize the Chair and Clerk to Sign.

**ADDED ITEM: Request to FAA for Aeronautical Release of Parcels 26, 33B, 33D, and 33F** **Lauren Wiarda**

*Recommendation:* Motion to authorize staff to request from the FAA a release of the aeronautical restriction on Parcels 26, 33B, 33D, and 33F.

**13. Approval of Consent Agenda** **Thad Bagnato**

*Recommendation:* Approval of the Consent Agenda

Commissioner Baker moved to approve the consent agenda as amended; Commissioner Doubek seconded the motion and the motion passed unanimously

**BUSINESS AGENDA**

**14. Items Moved to the Business Agenda** **Thad Bagnato**

None

**15. Finance Committee** **Mike Fronapfel/Andrew Gillespie**

*Recommendation:* Motion to establish a Finance Committee.

Mr. Fronapfel informed the Board that the airport would be creating a Finance Committee per Chair Sharpe's request. Staff met with Chair Sharpe back in June to discuss the scope and roll of the committee. He stated that it was expected the Committee would be meeting at a minimum twice a year, once at the beginning of the year before the audit to discuss the previous years expenses and then once near budget season in the Fall when staff is looking at budget for the upcoming year. Mr. Fronapfel also informed that the Finance committee would advise in helping pick a new auditor. He advised that the current contract with BKD was up so staff would be sending out an RFP to select the next auditor; this process is done every five years. Mr. Fronapfel advised that this committee is to be made up of two voting members and one non-voting member and that prior to the September meeting, Chair Sharpe would be deciding on who will be on the committee. Commissioner Baker asked if once an auditor is selected for the first year if there is an option to renew each year for the five years. Ms. Hahn replied that when the RFP goes out, staff asks for a proposal for 5 years; each year after the first year is a new engagement letter. Commissioner Holen made a motion to establish the Finance Committee and it was followed in second by Commissioner Baker; the motion passed unanimously.

**16. Establish Jurisdiction to Proceed with Public Hearing** **Kimberly Bruetsch**

*Recommendation:* Advisory.

Ms. Bruetsch advised the Board that the public hearing notices had been posted and published. She advised that the Board had jurisdiction to proceed with the public hearing on the Development Plan for Signature North Hangar/Office.

**17. Development Plan for Signature Flight Support Ramp Expansion and Hangar/Office**

**Lauren Wiarda**

*Recommendation:* Motion to approve the Signature Flight Support ramp expansion and hangar/office development plan located on Parcels 24A, 24, and 23A provided the following conditions have been met:

1. All comments from the Airport Authority and the referral agencies (Arapahoe County Planning & Engineering, Southeast Metro Storm Water Authority, Cherry Creek Basin Water Quality Authority, Arapahoe County Water & Wastewater Authority, South Metro Fire Rescue Authority) must be addressed to their satisfaction prior to construction.
2. Construction must be completed within 2 years of Board approval
3. A 3% construction fee will be paid to the Airport Authority no later than 30 days after a Certificate of Occupancy has been issued for the facility.
4. Final approval of Fourth Amendment to Centennial Airport Fixed Base Operator Lease and Agreement with Signature Flight Support.

Mrs. Wiarda advised the Board that the concept plan was presented to the Board back in April of this year. This hangar/office development is set to have 27,500 sqft of hangar space, a 2,000 sqft office, and to match with the new development new landscaping would be placed in front of our administration building along with three new islands of greenery. She informed that Tim Stroh, and Mike Welch the GM were present and online was Jim Allen with TJC; construction is set to start October of this year and be completed September of 2023. Chair Pro-Tem Bagnato and Commissioner Huffman asked questions and Mrs. Wiarda, and Mr. Fronapfel responded. Chair Pro-Tem Bagnato opened the public hearing at 3:10 p.m. and with no comment from the public, closed at 3:11 p.m. Commissioner Baker made a motion to approve the Signature Flight ramp expansion and hangar/office and it followed by a second from Commissioner Holen. The motion passed unanimously.

**REPORTS**

**8. June 2022 Financial Report**

**Andrew Gillespie**

*Recommendation:* Advisory.

Mr. Gillespie presented the June 2022 Financial reports. Chair Pro-Tem Bagnato, Commissioners Holen, Sieber, and Huffman asked and made several comments and questions; Mr. Fronapfel and Mr. Gillespie replied.

**9. Fuel and Operations Report for June & July 2021**

**Matt Frenette**

*Recommendation:* Advisory.

Mr. Frenette stated the following for **June 2022:**

- 2022 YTD Operations for June: Down 1.0% from 2021 at 146,089
- Monthly Operations June: Down 14.4% from 2021 at 25,800
- 2022 YTD Fuel Totals for June: Up 15.3% from 2021 at 8,505,315
- Monthly Fuel Totals June: Up 1.8% from 2021 at 1,448,662
- Monthly AvGas Fuel Sales June: Down 11.2% from 2021 at 56,887
- Monthly Jet Fuel Sales June: Up 2.4% from 2021 at 1,391,775
- Monthly Market Share for fuel sales for June: DJC: 31.6%; TAC Air (Signature North) 27.2%; Signature (South): 28.7%; Modern: 12.3%; Helipler: 0.1%

**July 2022:**

- 2022 YTD Operations July: Up 0.1% from 2021 at 177,178
- Monthly Operations July: Up 5.5% from 2021 at 31,089
- 2022 YTD Fuel Totals for July: Up 10.0% from 2021 at 9,912,012
- Monthly Fuel Totals July: Down 13.8% from 2021 at 1,406,697
- Monthly AvGas Fuel Sales July: Down 9.9% from 2021 at 59,955
- Monthly Jet Fuel Sales March: Down 14.0% from 2021 at 1,346,742
- Monthly Market Share for fuel sales for July: DJC: 34.4%; TAC Air (Signature North): 28.0%; Signature (South): 26.7%; Modern: 10.7%; Helipler: 0.1%

Chair Pro-Tem Bagnato and Commissioner Huffman asked questions regarding the fuel totals for June and July 2022. Mr. Welch responded to one of Commissioner Huffman's questions and Mr. Fronapfel replied. Mr. Fronapfel advised the Board that July this year was the second hottest July on record and that last year during this time, fuel numbers were up due to the All-Star game in July 2021. He also informed that July was the first month this year that has not had record setting numbers compared to previous years.

**10. Second Quarter Land Use Referrals**

Samantha Blymyer

*Recommendation:* Advisory.

Ms. Blymyer presented the following:

- 15 referrals were received for the 2<sup>nd</sup> quarter of 2022 (April – June)
- 7 were approved as submitted
- 7 were subject to comments
- 1 was not recommended

**11. June and July Noise Update**

Samantha Blymyer

*Recommendation:* Advisory

Ms. Blymyer presented statistics on the June 2022 noise complaints. She stated the following:

- There were 502 complaints from 46 households
- Year-to-Date there are 2,520 complaints from 96 households
- With the top household removed, there were 389 complaints for June
- There were 458 daytime complaints: 44 nighttime complaints
- 18 requested a response by email; 20 requested a response by phone
- Majority of the complaints come from Greenwood Village with 26% followed by Unincorporated Arapahoe County and Centennial at 24%, Castle Rock at 9%, and Unincorporated Douglas County at 4%
- The Top 5 households comprise 59% of year-to-date complaints out of a total 6,253 complaints; the number one household from Greenwood Village that makes up 25% of that total with 625 complaints
- With the number one household removed, departures led complaints at 53% followed by arrivals at 27% and training close behind with complaints at 20%.
- With the number one household removed, prop aircraft led complaints with 66% followed by jet aircraft at 33%
- Staff provided the 2018 Census Population information for the surrounding cities and counties affected by aircraft noise

**July 2022:**

- There were 641 complaints from 73 households
- Year-to-Date there are 3,161 complaints from 135 households
- With the top household removed, there were 504 complaints for July
- There were 611 daytime complaints: 30 nighttime complaints
- 29 requested a response by email; 26 requested a response by phone
- Majority of the complaints come from Greenwood Village with 28% followed by Unincorporated Arapahoe County at 24%, Centennial at 16%, Castle Rock at 12%, and Unincorporated Douglas County at 7%
- The Top 5 households comprise 64% of year-to-date complaints out of a total 3,161 complaints; the number one household from Greenwood Village makes up 24% of that total with 762 complaints
- With the number one household removed, departures led complaints at 50% followed by arrivals at 30% and training close behind with complaints at 20%.
- With the number one household removed, prop aircraft led complaints with 71% followed by jet aircraft at 29%
- Staff provided the 2018 Census Population information for the surrounding cities and counties affected by aircraft noise

Commissioner Sieber asked where the household for Castle Rock falls. Ms. Blymyer responded that is East of I-25 right next to the city of Castle Rock. Commissioner Huffman asked if the noise complaints include those from the F18's. Ms. Blymyer replied yes that all complaints include military complaints.

**12. Centennial Airport Noise Roundtable Update**

John Hirshman (AOPA Representative)

*Recommendation:* Advisory.

Mr. Hirshman presented the following:

- **July 6<sup>th</sup> Meeting:**
  - Public comments by Randy Johnson from Louviers said things had gotten considerably quieter
  - Community Outreach Committee is working with our website designer on the process for updating our website
  - Fly Quiet Committee reported the Government Accountability Office (GAO) made recommendations to the FAA about the use of Alternative Metrics in combination with DNL to define noise impacts
  - Bob Doubek advised the CACNR that he was resigning his position as the CACNR Representative from AOPA; he would remain on the ACPAA Board
  - Mike and Samantha provided the agenda and summary of the second Flight School Engagement Meeting

- Mike reported Centennial Airport had been named as the “2022 Colorado Airport of the Year” by the Colorado Department of Transportation (CDOT) Division of Aeronautics
- Mike indicated the airport was still waiting for the grant which would be used for the touch and go runway
- A *Denver Post* article entitled “Construction Taking Off at Centennial Airport” was shared
- August 3<sup>rd</sup> Meeting:
  - Special presentation by Will Rummel, Training Support Manager, ATP Flight School. ATP, founded in 1984, is the largest flight school in the nation, and has been at Centennial Airport since 2012. It focuses on flight training for commercial purposes, and the training includes an emphasis on noise abatement.
  - Public comment: A resident of Louviers shared information he had collected on flights he hears over his home, including those noisy enough to warrant a complaint. He showed samples of the circling flight paths of some aircraft and indicated there had been 104 notable flights in July, and 12 so far in August.
  - Public Comment: A resident of Elizabeth, near the Douglas County line, reported flights beginning at about 5:30 a.m., with some days over her home for 2 ½ - 3 hours, with some circling for as much as 45 minutes, to be followed immediately by another.
  - Public Comment: The Greenwood Village Representative noted much activity over that area, with such things as 24 passes from 10:00 a.m. until noon. She too provided other information specific to that area.
  - Success has been achieved! In cooperation with the airport, a Fly Quiet message has been placed on the electronic sign on Peoria Street. A big thank you to Bill Wasmund and the rest of the Fly Quiet Committee, and to the Airport and its staff member Chris Thompson.
  - Work continues to get the CACNR website updated and increasing the use of print and social media. It was recognized this might result in an increase in noise complaints, just as there was when the FAA Part 150 study became known, about 20 years ago.
  - The repaired portable noise monitor will be placed back in Highlands Ranch, to help determine if a permanent monitor there should be pursued. The battery had been stolen from Noise Monitor #1 on airport property, so two months of data had been lost.
  - Other future plans include receiving case studies showing how the airport handles specific complaints; being notified when work on the runways is scheduled to start so neighborhoods can be notified; and a tour of the airport, primarily for newer CACNR Representatives and Alternate, and all others as space is available.

Chair Pro-tem Bagnato and Commissioners Sieber and Huffman asked questions and made several comments; Ms. Blymyer replied.

### 13. Legislative Report

Mike Fronapfel

*Recommendation:* Advisory

Mr. Fronapfel advised the Board that the Airport Energy Resiliency and Renewable Energy Act was introduced in the Senate. It’s intended to help airports leverage renewable energy systems to capture and store renewable energy. He also advised that on July 27<sup>th</sup> the sale on the Hotel finally closed! Airport staff met with the new owner Nupen Patel the following day to introduce him to our team and pledge our support to the hotel becoming a viable and profitable facility again. Mr. Patel is excited to get started on the property renovations with dumpsters expected to arrive this week so the demo process can begin. Mr. Fronapfel informed that the AIP-56 grant has been signed and executed with work expected to begin mid-August with closure of Runway 17R/35L planned from late August until late September. This grant is for nearly \$9 million and is the largest grant award in the history of Centennial Airport. He informed that unfortunately the Airport did not receive an award of BIL funds on the first round of allocations. A selection committee made up of Commissioner Bagnato, Assistant Airport Director, Lorie Hinton, Director of Planning & Development, Lauren Wiarda, Director of Operations, Jeremy Gunn and Executive Director Mike Fronapfel reviewed two proposals for Architectural and Engineering firms and conducted interviews of same. We have informed the winning firm Leo A Daly of our intent to enter in to scoping for the project. We hope to request approval from the Board of the selection firm, scope of work and contract at the September 8, 2022 Board meeting. The deadline for offers on the Air Plaza 50 hangar facility has been set for August 12, 2022 by 5pm. The airport authority has received three offers so far and we expect to receive several more before the deadline of August 12th.

Mr. Fronapfel provided pictures to the Board about the current development projects taking place on the airfield. VF Corporation is set to be done in September; Sky Harbour should be breaking ground and be done along with the Vmax Capital Hangar, Modern Aviation Expansion, and Floors and Doors 2.0 by the end of 2022.

### Public Comment

Thad Bagnato

### Comments from Board or Staff

Thad Bagnato

Mr. Fronapfel presented longevity awards to Roxy Hahn and Kelly Dymond who have been with the airport 25 years. Treats will be provided after the meeting. Commissioner Huffman commented that during the CO Pilots meeting, it was brought up that Douglas

County schools are looking for an aircraft to put on display at their innovation campus that is at the Wildlife Exhibit. Commissioner Huffman also informed that during the pilot's luncheon, FAA Officials advised that some of the Metroplex routes would be adjusted. He stated that the Bronco arrival would no longer be used unless assigned by ATCT.

**Adjournment**

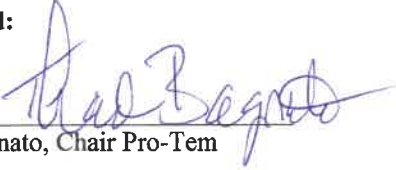
The meeting was adjourned at 4:07 p.m.

**Thad Bagnato**

**Execution of Documents**

**Stacey Davenport**

**Approved:**



Thad Bagnato, Chair Pro-Tem