

December 8, 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, in the new Administration Facility "The Hangar" at 7565 South Peoria St., Englewood, Colorado, located within the County, on December 8, 2022 at 3:30 p.m.

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

The following members were absent, but excused:
Commissioner Doubek, Treasurer
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 Sharpe called the meeting to order at 3:00 p.m. and recited the Pledge of Allegiance.

Public Comment

Before the public made comments, Mr. Fronapfel read the following statement "The Arapahoe County Public Airport Authority is aware of the community's concern regarding the use of leaded aviation fuel and is already working with our Fixed Based Operators (FBOs) and flight schools to discuss transitioning to one of the FAA-approved alternative unleaded fuels at Centennial Airport. Our hope is to be among the leaders in addressing this issue in a safe and timely manner and working with the FAA and EPA in transitioning to unleaded aviation fuel nationwide so that whether an aircraft originates from Centennial Airport or not, everyone can be assured that only unleaded fuels are being utilized."

After Mr. Fronapfel made his statement, Chair Sharpe opened the first public comment period at which time several residents from Greenwood Village and Centennial spoke to the Board regarding concerns they have about noise, lead contamination from training aircraft, and what could be done by the airport to help and/or what they could do as concerned citizens. Chair Sharpe, Mr. Fronapfel, and Commissioners Bagnato, Holen, and Huffman all responded to the complaints brought forward by the different residents. Public comment ended around 4:17 P.M.

At the request of the residents, the Noise Roundtable report and Noise Report for November were presented prior to the approval of the Consent agenda.

Amendments to the Agenda

Next Meetings

- February 1, 2023 @ 6:30 p.m. – Noise Roundtable Meeting – Hybrid, Wright Brothers Room
- February 9, 2023 @ 3:00 p.m. – Regular Board Meeting – Hybrid, Wright Brothers Room

CONSENT AGENDA

- 1. Approve Minutes of November 10, 2022** **Stacey Davenport**
Recommendation: Motion to approve the minutes of November 10, 2022 and authorize the Chair to sign.
- 2. 2023 Schedule of Regular Meetings** **Stacey Davenport**
Recommendation: Motion to approve Notice Year 2023 Regular Public Meetings.
- 3. Amendment No.2 to the Jacobs Engineering Group Inc. Contract** **Lauren Wiarda**
Recommendation: Motion to approve Amendment No.2 to the Jacobs Engineering Group Inc. Contract dated October 13, 2022 and authorize the Chair and Clerk to sign.
- 4. First Amendment to Hotel Ground Lease and Agreement with Denver DTC Hotels, LLC** **Luke Skafien**
Recommendation: Motion to approve the first amendment to Hotel Ground Lease and Agreement with Denver DTC Hotels, LLC and authorize the Chair and Clerk to sign.
- 5. Fourth Amendment to Centennial Airport Fixed Based Operator Lease and Agreement with Signature Flight Support, LLC** **Luke Skafien**

Recommendation: Motion to ratify the Fourth Amendment to Centennial Airport Fixed Based Operator Lease and Agreement with Signature Flight Support, LLC and authorize the Chair and Clerk to sign.

6. **Cloud 7 Aviation, LLC and Lookfar Aviation, LLC – Consent to Second Amendment to Sublease in Hangar 4** **Luke Skaflen**
Recommendation: Motion to approve the Consent to Second Amendment to Sublease Agreement and authorize the Chair and Clerk to sign.
7. **Cloud 7 Aviation, LLC and VWM Holdings, LLC – Consent to Sublease in Hangar 4** **Luke Skaflen**
Recommendation: Motion to approve the Consent to Sublease Agreement and authorize the Chair and Clerk to sign.
8. **Sale of Parcel 50-5 Improvements to Denver jetCenter Denver Inc. (“DJC”) and Jet Center CACI and CSX Beckett Ground Lease Amendments and associated documents.** **Luke Skaflen**
Recommendation: Motion to approve the following documents pending the closing of the sale for the Air Plaza 50 hangar rights:
* Resolution 2022-08, (Exhibit A)
* Statement of Authority, (Exhibit B) (Slight Modification)
* General Bill of Sale and Assignment, (Exhibit C)
* 2nd Amendment to the DJC CACI Lease (Exhibit D),
* 12th Amendment to DJC CSX Beckett Lease (Exhibit E),
* Memorandum of Lease Amendment between DJC and Authority in regard to the CACI Lease (Exhibit F),
* Memorandum of Lease Amendment between DJC and Authority in regard to the CSX Beckett Lease (Exhibit G),
* Assignment of Lease regarding Cutter Aviation Colorado Springs, LLC (Exhibit H), (Document Modified)
* Assignment to Lease regarding Aircraft Maintenance and Management dba Haggan Aviation. (Exhibit I) (Document Modified)
9. **Roadway Maintenance Intergovernmental Agreement (IGA) with Arapahoe County** **Mike Fronapfel**
Recommendation: Motion to conditionally approve the Roadway Maintenance IGA with Arapahoe County and the revised Isbill Road – Permanent Roadway Slope and Drainage Easement and authorize the Chair and Clerk to sign.
10. **Architectural and Engineering Services Agreement for the Pre-Design Site Assessment Phase to Construct a New Air Traffic Control Tower** **Lauren Wiarda**
Recommendation: Motion to conditionally approve the Agreement with Leo A Daly Company to perform Pre-design Site Assessment Phase A/E Services related to the construction of a new air traffic control tower pending final review by staff and legal counsel and authorize the Chair and Clerk to sign.
11. **October 2022 Financial Reports** **Andrew Gillespie**
Recommendation: Advisory
12. **Approval of Consent Agenda** **Nancy Sharpe**
Recommendation: Approval of the Consent Agenda

Commissioner Holen moved to approve the consent agenda as amended followed by a second from Commissioner Bagnato; the motion passed unanimously.

BUSINESS AGENDA

13. **Items Moved to the Business Agenda** **Nancy Sharpe**
None.
14. **Establish Jurisdiction to Proceed with Public Hearings** **Kimberly Bruetsch**
Recommendation: Advisory

Ms. Bruetsch advised that the public hearing notices had been properly published and that the Board had jurisdiction to proceed with the Public Hearings for the 2023 Annual Budget and the application for Rocky Mountain Aviation Supply to operate under the agreement of standards.

15. **2023 Annual Budget and Resolutions 2022-09 and 2022-10** **Andrew Gillespie**
Recommendation: Motion to approve Resolution 2022-09, Resolution to Adopt Budget, and Resolution 2022-10, Appropriation Resolution.

Mr. Gillespie presented the 2023 budget that was proposed at the October 13th Board meeting. He advised the Board that between the October 13th and December 8th meetings, there were no written comments made by the public to the 2023 budget draft. Chair Sharpe and Commissioner Huffman asked questions about different aspects of the budget; Mr. Gillespie and Mr. Fronapfel replied. Chair Sharpe opened the public hearing for the final budget at 4:35 pm. Two members from the public made comments and asked questions regarding the budget and Mr. Gillespie responded. With no other comments from the public, it was closed at 4:40 pm and it followed a motion by Commissioner Bagnato to approve the 2023 Budget; a second to the motion was made by Commissioner Holen and the motion passed unanimously.

16. Public Hearing on Application from Rocky Mountain Aviation Supply

Luke Skaflen

Recommendation: Motion to approve the application from Rocky Mountain Aviation Supply, to conduct Aircraft Consumable Product Sales and authorize the Chair and Clerk to sign the associated 10-year Agreement Under Standards (AUS).

Mr. Skaflen presented the application for Rocky Mountain Aviation Supply. He advised the Board that back in November, the principal Bill Highfill applied to perform aircraft consumables products sales which includes but is not limited to aircraft consumable product sales such as oil, aircraft wipes, and other miscellaneous products but does not sell aircraft parts specifically. Rocky Mountain is located out of Blue Hangar 10 on the Signature North leasehold and their hours of operation are Monday thru Friday 9am – 5pm. Mr. Skaflen informed that Mr. Highfill has over 20 years of aviation maintenance experience and that he was present at the meeting to answer any questions the Board may have. With no questions from the Board, Chair Sharpe opened the public comment at 4:43pm and following no comments from the public, the hearing was closed at 4:44pm. Commissioner Baker made a motion to approve Rocky Mountain Aviation Supply under the airports minimum standards and it followed in second by Commissioner Holen; the motion passed unanimously.

REPORTS

15. Fuel and Operations Report for November 2022

Matt Frenette

Recommendation: Advisory

Mr. Frenette stated the following:

- 2022 YTD Operations: Down 3.9% from 2021 at 278,537
- Monthly Operations November: Down 13.3% from 2021 at 22,169
- 2022 YTD Fuel Totals: Up 2.0% from 2021 at 15,558,811
- Monthly Fuel Totals for November: Down 16.3% from 2021 at 1,213,399
- Monthly AvGas Sales November: Down 0.4% from 2021 at 54,203
- Monthly Jet Fuel Sales November: Down 16.9% from 2021 at 1,159,196
- Monthly Market Share for fuel sales for November: DJC: 41.5%; Signature South: 25.8%; Signature North (TAC): 18.8%; Modern Aviation: 13.7%; Heliplex: 0.2%

16. Noise Report for November 2022

Samantha Blymyer

Recommendation: Advisory

Ms. Blymyer presented the following:

- There were 505 complaints from 43 households.
- Year-to-Date there are 5,120 complaints from 224 households.
- With the top household removed, there were 345 complaints for the month of November.
- There were 468 daytime complaints: 37 nighttime complaints.
- 39 requested a response by email; 13 requested a response by phone.
- Majority of the complaints come from Centennial at 33% followed close behind by Greenwood Village at 27%, Unincorporated Arapahoe County at 24%, Castle Rock at 10%, and Unincorporated Douglas County at 3%.
- The Top 5 households comprise 60% of year-to-date complaints.; with the top 1 household comprising 21% with 1,101 complaints.
- With the top household removed, there were 2,043 year-to-date complaints.
- Departures led complaints with 41% followed close by Training at 35% and Arrival at 24% for operation type; prop aircraft led complaints at 87%.
- Staff provided a 2018 Census population information for the surrounding cities and counties affected by aircraft noise

19. Centennial Airport Community Noise Roundtable (CACNR) Report

Donna Johnston (City of Greenwood Village)

Recommendation: Advisory

Mrs. Johnston reported the following:

- Approximately 25 members of the public attended in person; an additional 30 people called in.
- Nancy Sharpe, Chair of the Arapahoe County Public Authority (ACPAA), thanked the public for coming, said the Authority shares their concerns and thanked the FAA for attending. She indicated a lot of these issues fall within today's FAA's jurisdiction. She also mentioned she is term limited and that the Airport Authority meeting tomorrow would be her last.
- Three FAA representatives participated by phone: Michael Valencia, Justin Biassou represents the air traffic office, and Leslie Lardie from the regional office who reports to Grady Stone, the regional administrator for the FAA Northwest Mountain Region.
- Mike Fronapfel reported on Centennial Airport's efforts to move towards unleaded fuel. He said the EPA is expected to produce a final finding sometime in 2023 and he wants Centennial Airport to be a leader in this area.
- The FAA indicated it was there to listen to public's concerns. About a dozen people spoke, representing Greenwood Village Englewood, Centennial, Elizabeth and Louviers. Quality of life issues were mentioned frequently. The primary requests/concerns are as follows:
 - FAA needs to revert flight school pattern back to the way it was before the midair crash to stop noise, prevent crashes and reduce harm from leaded aviation fuel in heavily populated residential areas.
 - FAA needs to reduce flight school traffic and eliminate touch and goes – reckless and dangerous over neighborhoods. There are too many aircraft and not enough air space.
 - FAA must make noise abatement guidelines mandatory (Mike Fronapfel said he agreed)
 - Airport Authority should have public hearings for changes that impact heavily populated residential areas.
 - Environmental assessment and public input need to be part of the decision making, whether it's FAA or ACPAA; Residents should be considered an important stakeholder.
 - Public feels they have no recourse. Many have been calling in noise complaints and trying to address issues for years without resolution. The Airport already has the information it needs about noise and traffic over residential areas through ANOMS so why should they have to report?
 - One person asked what the CACNR has accomplished. It's supposed to mitigate/reduce noise, but the noise and air traffic have only gotten worse.
 - Leaded gas has been raised as a big concern.
 - FAA concluded the meeting indicating it heard the public, took detailed notes, and promised to participate in CACNR meetings going forward. They said they have already drafted a response to Mike Fronapfel's letter, but that they are waiting for review/approval from higher ups.

20. Airport Update Report

Mike Fronapfel

Recommendation: Advisory

Mr. Fronapfel thanked Nancy Sharpe again for her dedication and service to the airport and then presented the year end video.

Public Comment

Residents from Greenwood Village spoke one last time asking about posting places about public hearings. Chair Sharpe replied that although she was term limited that going forward, she hopes that the members of this Board and the Staff can work together with the community to help answer any further questions and concerns citizens might have and that she would do what she could while still in office. Mr. Fronapfel replied that staff can look at other places going forward to inform when public meetings and hearings are to be held. Donna Johnston from the roundtable and the representative for Greenwood Village thanked Chair Sharpe and informed that she would be in contact with Mr. Fronapfel and Ms. Blymyer.

Comments from Board or Staff

Nancy Sharpe

Commissioners Bagnato, Huffman, and Holen all made comments about Chair Sharpe and thanked her for her time on the Board. Mr. Fronapfel also gave his fond farewell to Chair Sharpe; Chair Sharpe replied and thanked everyone on the Board, on staff, and in the community for giving her an opportunity to be part of the Airport Board and a part of Arapahoe County.

Adjournment

The meeting was adjourned at 5:10PM.

Nancy Sharpe

Execution of Documents

Stacey Davenport

Approved:



Thad Bagnato, Chair – Pro-Tem