

October 12, 2023

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 October 12, 2023, at 3:00 pm

The following members were present:

Commissioner Baker, Chair Pro-Tem
Commissioner Campbell-Swanson, Clerk
Commissioner Doubek, Assistant Clerk
Commissioner Holen, Treasurer
Commissioner Huffman, Ex-Officio
Commissioner Sieber, Ex-Officio

The following members were absent, but excused:

Commissioner Bagnato, 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 Bagnato called the meeting to order at 3:04 p.m. and recited the Pledge of Allegiance.

Amendments to the Agenda

- No amendments were made to the agenda.

Next Meetings

- November 1, 2023 @ 6:30 p.m. – Noise Roundtable Meeting – Wright Brother’s Room, Hybrid/Virtual
- November 9, 2023 @ 3:00 p.m. – Regular Board Meeting – Wright Brother’s Room, Hybrid/Virtual

CONSENT AGENDA

- 1. Approve Minutes of August 10, 2023** **Stacey Davenport**
Recommendation: Motion to approve the minutes of August 10, 2023, and authorize the Chair to sign.
- 2. Personnel Committee Recommendations** **Stacey Davenport**
Recommendation: Motion to approve the Personnel Committee’s recommendations of the following:
 1. 2024 proposed Personnel Budget for inclusion in the 2024 Budget planning process;
 2. 2024 Classification Plan updates;
 3. Group Insurance Renewal for the plan year from 12/1/2023 thru 11/30/2024 and the ACPAA Monthly Premium Schedule;
 4. Employee Handbook updates creating modified language to comply with current employment law and best practices.
- 3. Ratification of Consent to Mortgage of Subleasehold** **Luke Skaflen**
Recommendation: Motion to Approve the Consent to Mortgage of Subleasehold Interest for Hangar 5 on the 40W Leasehold and ratify the Chair and Clerk’s signature.
- 4. Cirrus Design Corporation – Reapplication under Centennial Airport’s Minimum Standards for Commercial Aeronautical Activities** **Luke Skaflen**
Recommendation: Motion to approve the reapplication from Cirrus Design Corporation and authorize the Chair and Clerk to sign the associated 10-year Agreement Under Standards
- 5. Wings Abode, LLC - Approve Consent to Subtenant Lease Agreement** **Luke Skaflen**
Recommendation: Motion to approve the Consent to Subtenant Lease Agreement and authorize the Chair and Clerk to sign.

- 6. AIP 57 – Main Parking Lot Reconstruction – Uniform Easement Deed and Revocable Storm Drain License Agreement, Stormwater Facility Maintenance Agreement, and Intergovernmental Subdivision Improvements Agreement** **Lauren Wiarda**
Recommendation: Motion to approve the Uniform Easement Deed and Revocable Storm Drain License Agreement, Stormwater Facility Maintenance Agreement, and Intergovernmental Subdivision Improvements Agreement for the AIP 57 main parking lot reconstruction and authorize the Chair to sign.
- 7. Arapahoe County Water and Wastewater Authority (ACWWA) Conveyance and Acceptance Agreement of Utility Lines and Facilities for South Suburban Parks and Recreation District (SSPRD)** **Lauren Wiarda**
Recommendation: Motion to approve the ACWWA Conveyance and Acceptance of Utility Lines and Facilities Agreement for South Suburban Parks and Recreation District and authorize the Chair to sign.
- 8. Amendment #4 – Modification #1 to the Jacobs Engineering Group Inc. Contract** **Lauren Wiarda**
Recommendation: Motion to approve the Amendment #4 – Modification #1 to the Jacobs Engineering Group Inc. Contract dated October 13, 2022, and authorize the Chair to sign.
- 9. Proposed 2024 Annual Budget and approval of Resolution 2023-08, which sets the meeting date for the adoption of the 2024 Budget** **Andrew Gillespie**
Recommendation: Motion to Adopt Resolution 2023-08 and Authorize Chair/Clerk to Sign
- 10. August 2023 Financial Reports** **Andrew Gillespie**
Recommendation: Advisory
- 11. Ratification of Third Quarter 2023 Expenditures** **Andrew Gillespie**
Recommendation: Motion to ratify Third Quarter 2023 Expenditures in the amount of \$5,157,001.67
- 12. Approval of Consent Agenda** **Jeff Baker**
Recommendation: Approval of the Consent Agenda.

Commissioner Holen made a motion to approve the Consent Agenda; the motion was seconded by Commissioner Campbell-Swanson and carried unanimously.

BUSINESS AGENDA

- 13. Items Moved to the Business Agenda** **Jeff Baker**
No items moved from the Consent Agenda for discussion.
- 14. Legislative Report and Airport Update** **Mike Fronapfel**
Recommendation: Advisory.

Mr. Fronapfel provided a summary of the total sales of UL94 and mentioned that the airport had reimbursed the costs for 92 aircraft to obtain their UL94 STCs. Up to the end of September, the Airport Authority had expended \$90,000 on STCs and subsidies. Mr. Fronapfel will be encouraging more flight schools and organizations to adopt unleaded gas. Additionally, he reported on the Rocky Mountain Metropolitan Airport, which has followed suit in transitioning to unleaded gas early next year. They aim to achieve full transition by 2027, with a goal to be the first airport in the state to have 100% UL94 compliance.

Mr. Fronapfel informed the Commissioners that there had been nine Study Group meetings conducted, and an Update Report was presented at the recent Noise Roundtable on October 4th. The report comprises six recommendations aimed at mitigating and addressing the noise concerns raised by the community. Mr. Fronapfel assured the Commissioners that a hard copy of the report would be provided, while the digital version had already been sent to their emails.

Mr. Fronapfel announced that the Airport is now officially under contract with Mead & Hunt to commence the Part 150 noise study. He then introduced Mrs. Kate Andrus as the Project Manager and invited her to present. Mrs. Andrus highlighted her company's extensive experience in conducting Part 150 studies for over 20 years and expressed their excitement about collaborating with the airport and the community.

Mr. Fronapfel informed that the airport, in collaboration with Arapahoe County and Greenwood Village, has chosen to extend the contract with The Normandy Group until March 2024. The Normandy Group has been instrumental in increasing awareness of noise issues at both state and federal levels. They will continue supporting efforts to keep elected officials and the FAA engaged with the

Study Group and the implementation of recommended mitigations. Additionally, a video was presented featuring Senator Hickenlooper's first question to Michael Whitaker during his confirmation hearing as the next FAA Administrator.

Mr. Fronapfel spoke about the construction going on at the airport. The phase one of the new security fencing, reconstruction of InterPort Blvd, and expansion of the Snow Removal Equipment Building is in progress. Repairs on the ATCT elevator are ongoing and has an expected completion by the end of October.

Mr. Fronapfel mentioned that the tower sighting study is almost finished, and the estimated cost for constructing a new tower, considering location and height requirements, has reached at least \$57 million. The FAA and BIL funds can provide only \$40 million. Consequently, the airport authority cannot afford the additional \$20 million in construction costs. Instead, a request for a \$10 million grant is being submitted for major repairs to the existing tower and systems. Simultaneously, discussions with Jet Centers of Colorado are underway to secure a 3-acre preferred site. This ensures that, in the future, once funding is secured, there will be a location ready for the new tower.

The airport has initiated the process of updating its strategic plan. The initial phase involves conducting internal and external surveys to gain insights into how the airport can consistently meet the needs and expectations of its employees, tenants, and the surrounding community. The completion of the Airport's strategic plan is anticipated by early next year.

After this Mr. Fronapfel announced that colonel W. Dillard Walker, Major General (Ret) John L. Barry, and Larry A. Ulrich, were inducted into the Colorado Aviation Hall of Fame on October 7th. Colonel Walker played a crucial role in leading Army Air Corps training in gliders and was among the originators of Civil Air Patrol chapters in Wyoming and Colorado. Major General John Barry, an Air Force Academy graduate, had a distinguished 30-year career, including combat service and attendance at the fighter weapons school. Later, he served as the Superintendent of the Aurora Public Schools and became the CEO of the Wings Over the Rockies Museums. Larry Ulrich, with over 50 years of aviation experience, worked for Combs Gates and managed Jet Centers of Colorado, recognized three times as the best FBO in the United States. Notably, he was one of the inventors of the Emergency Locator Transmitter (ELT) and a strong advocate for its use in aircraft.

Mr. Fronapfel mentioned that the staff had attended the Colorado Green Business Network, where they won the Silver Award for the airport's environmental sustainability efforts. Achieving this recognition required dedicated effort, and the plan for the following year is the incorporation of electric automobiles into the initiative.

Mr. Fronapfel gave an update on recent charitable events, mentioning The Morgan Adams Concours de Elegance charity event, which raised over \$1.2 million. The Centennial Airport Lions Club hosted its 21st Annual Lion Gill Utterback Charity Golf Tournament. The Douglas County Community Foundation organized its Heroes Gala. Challenge Air for Kids facilitated short flights for 52 special needs kids thanks to the contributions of numerous volunteers, including the Centennial Airport Lion's Club, and 10 pilots who generously donated their time and aircraft to the cause.

Mr. Fronapfel opened the space for questions. Commissioner Huffman asked a question about the tower reparations, grants, and standards necessary for the improvements, and Mr. Fronapfel clarified the information. Commissioner Campbell-Swanson asked confirmation for dates on the Mead and Hunt study and the public component of these meetings. Mr. Fronapfel replied accordingly. After this, Commissioner Campbell-Swanson asked about how the airport won the Silver Award and Ms. Blymyer answered the question.

15. ACPAA Insurance Program Renewals for Year 2023-2024

Luke Skaflen

Recommendation: Motion to approve the Airport Insurance Program for the renewal period from 11/1/2023 through 10/31/2024 and authorize the Executive Director or Director of Administration to sign all necessary documents.

Mr. Skaflen delivered a presentation, explaining the status of the Airport Insurance and emphasizing the necessity for renewals. Chair Pro-Tem Baker invited questions, after which Commissioner Campbell-Swanson motioned to approve the Airport Insurance Program for the renewal period from 11/1/2023 through 10/31/2024 and authorize the Executive Director or Director of Administration to sign all necessary documents. Commissioner Holen seconded the motion. Chair Pro-Tem Baker called for any further discussion, during which Commissioner Campbell-Swanson inquired about the Crime and Fiduciary Liability, confirmed by Mr. Skaflen. With no more questions raised, Commissioner Campbell-Swanson made a motion to approve the Airport Insurance renewal and it was seconded by Commissioner Holen; the motion was approved unanimously.

REPORTS

16. Fuel and Operations Report for August/ September 2023

Justin Kunz

Recommendation: Advisory.

Mr. Kunz presented the following information for August 2023:

- 2023 YTD Operations: Up 16.6% from 2022 at 242,052.
- Monthly Operations, August: Up 27.1% from 2022 at 38,695.
- 2023 YTD Fuel Totals: Down 14.3% from 2022 at 9,826,251.
- Monthly Fuel Totals, August: Down 14.3% from 2022 at 1,319,401.
- 2023 YTD AvGas Totals: Up 8.9% from 2022 at 473,183.
- Monthly AvGas Totals, August: Up 16.8% from 2022 at 78,251.
- 2023 YTD Jet Fuel Totals: Down 15.0% from 2022 at 9,353,068.
- Monthly Jet Fuel Sales, August: Down 15.7% from 2022 at 1,241,150.
- Monthly Market Share for fuel sales, August: JCoC: 47.4%; Signature South: 24.1%; Signature North: 15.7%; Modern: 12.6%; Heliplex: 0.2%

Mr. Kunz continued the presentation with the September 2023 report, showing the following information:

- 2023 YTD Operations: Up 22.1% from 2022 at 276,521.
- Monthly Operations, September: Up 83.3% from 2022 at 34,469
- 2023 YTD Fuel Totals: Down 13.4% from 2022 at 11,186,764.
- Monthly Fuel Totals, September: Down 7.7% from 2022 at 1,360,513.
- 2023 YTD AvGas Totals: Up 9.2% from 2022 at 547,495.
- Monthly AvGas Totals, September: Up 11.7% from 2022 at 74,312.
- 2023 YTD Jet Fuel Totals: Down 14.3% from 2022 at 10,639,269.
- Monthly Jet Fuel Sales, September: Down 8.6% from 2022 at 1,286,201.
- Monthly Market Share for fuel sales, September: JCoC: 44.8%; Signature South: 24.7%; Signature North: 16.5%; Modern: 13.9%; Heliplex: 0.2%

Commissioner Sieber asked a question about the separation from Signature South and North in the report. Mr. Fronapfel answered.

17. Noise Report for August/September 2023

Samantha Blymyer

Recommendation: Advisory

Ms. Blymyer presented statistics on the August 2023 noise complaints and provided the following information:

- For August 2023, there were 1,574 complaints from 138 households.
- 2023 YTD complaints are 7,641 from 353 households.
- Arapahoe County Unincorporated led complaints at 38%, followed by Greenwood Village at 26%, with Centennial at 7%, Parker at 15%, and Douglas County Unincorporated at 4%.
- Of the 1,574 complaints, 90 were responded to by email and 25 by phone.
- 1,323 complaints came from daytime operations while 251 came from nighttime operations.
- For August 2023 there were 38,695 operations.
- The number one household resides in Greenwood Village with 1,253 complaints which make up 16% of the complaints for 2023 year to date. The top five households make up 44% of the total complaint's year to date. The remaining 4,250 complaints with the top five households removed make up 56% of the total complaint's year to date.
- Props led complaints by aircraft type with 84%, 15% for Jets, and 1% for helicopter flights. Training led complaints by operation type at 34%, followed by departures at 36%, and arrivals at 30%.

Ms. Blymyer continued the presentation with the September 2023 report, showing the following information:

- For September 2023, there were 1,145 complaints from 129 households.
- 2023 YTD complaints are 8,786 from 386 households.
- Arapahoe County Unincorporated led complaints at 34%, followed by Greenwood Village at 24%, with Centennial at 13%, Parker at 13%, Castle Rock at 5% and Douglas County Unincorporated at 4%.
- Of the 1,145 complaints, 72 were responded to by email and 16 by phone.

- 966 complaints came from daytime operations while 179 came from nighttime operations.
- For September 2023 there were 34,469 operations.
- The number one household resides in Greenwood Village with 1,363 complaints which makes up 16% of the complaints for 2023 year to date. The top five households make up 44% of the total complaint's year to date. The remaining 4,964 complaints with the top five households removed make up 56% of the total complaint's year to date.
- Props led complaints by aircraft type with 83%, 15% for Jets, and 2% for helicopter flights. Training led complaints by operation type at 35%, followed by arrivals at 35%, and departures at 30%.

Commissioner Campbell- Swanson asked a question about the YTD information for the reports. Ms. Blymyer responded. Then, Commissioner Campbell- Swanson mentioned that, based on the numbers, there is still a need from the community to file complaints.

18. 2023 3rd Quarter Land Use Referrals Report.

Samantha Blymyer

Recommendation: Advisory

Ms. Blymyer presented the following information:

- Received a total of 8 referrals during July 2023 through September 2023
- 5 were approved as submitted.
- 2 were subject to comments.
- 1 were not recommended.

Commissioners Huffman and Sieber asked about the comment sections and the construction of residential areas around the airport, Ms. Blymyer responded. Commissioner Campbell - Swanson mentioned and inquired about the portable monitors and Ms. Blymyer responded. Commissioners Huffman and Sieber made a comment on the map and the land referral.

19. Centennial Airport Community Noise Roundtable (CACNR) Update

Donna Johnston

Recommendation: Advisory

Mrs. Johnston started her presentation for the CACNR reports of September 6 and October 4 meetings, respectively. The presenter informed about the attendance of the meeting, which in both were around 15 members onsite and around 30 online. The percentages of complaints and noise inquiries was mentioned, also about the increasing of operations in the airport. Mrs. Johnston mentioned that a representative from the Colorado Pilots Association was present in the meeting and spoke about his organization on educating pilots on the noise and its impact. The public comment section remains like previous meetings with the same concerns. The land use review was also covered by Ms. Blymyer in these meetings. The CACNR held a retreat on September 26th at Wings over the Rockies to review its purpose and discuss plans.

Public Comment

At 3:48 pm Chair Pro-Tem Baker opened the public comment section.

There was a total of six in person and four online commenters. Several residents discussed the strategies employed in Study Group meetings and noted an increase in noise. There were concerns about the study group report, asserting that it does not comprehensively address the problem, particularly as it does not encompass the volume of operations, focusing instead on the extended pattern. An individual expressed difficulty with technical issues in making online complaints.

Another commenter mentioned the increase on training planes over his house and, a flight pattern lower than usual. Another resident expressed gratitude for the efforts of the study group initiative but mentioned that the time frame for the next report in spring too far away.

The potential for the airport to generate revenue from touch-and-go operations was mentioned. A 24-year resident pointed out that the noise from airplanes has escalated over time and expressed concern about pollution affecting children due to the lead released by airplanes.

The next commenter commenced her presentation by introducing the Quiet Skies organization and providing contact information. She highlighted that on October 23, the group plans to meet with the Colorado Attorney General to address their concerns. Additionally, she requested the inclusion of a community representative in the study group sessions.

Chair Pro-Tem Baker closed the public comment section, at 4:14 pm, and he invited comments from Board and staff.

Commissioner Campbell-Swanson addressed the concerns raised by various commenters, referencing the reports from the study group. The plan is to integrate science and data to arrive at a solution, clarifying that the report identified extended flying patterns as a significant issue, but not the only one. It was clarified that the decision for next spring is not final, but it will be evaluated as the process progresses. Mr. Fronapfel added that periodic updates are not dependent on waiting for the full report. Commissioner Campbell-Swanson emphasized that public participation in these meetings is an actively discussed and encouraged topic.

Public comment was re-opened at 4:19pm and a resident asked about the focus of the report on nighttime flying instead of both night and day. Commissioner Campbell-Swanson responded. Public comment closed again at 4:24pm. Commissioner Holen mentioned that these are important issues and take time to resolve. One of the reasons for prioritizing night-time noise is that it is a solution that can be found more quickly. Also, the transition to unleaded gas takes time and processes to be achieved.

Comments from Board or Staff

None.

Adjournment

The meeting was adjourned at 4:28 pm

Jeff Baker

Execution of Documents

Stacey Davenport

Approved:

Jeff Baker, Chair Pro-Tem