

## October 10, 2024

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 10, 2024, at 3:00 pm

The following members were present:

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

The following members were absent, but excused:

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 3:00 p.m. and recited the Pledge of Allegiance.

Before starting the meeting, Chair Bagnato took a moment to honor the memory of former Executive Director Robert Olislagers, who has passed away. Chair Bagnato highlighted Mr. Olislagers' significant contributions to Centennial Airport and remembered him as a valued friend and dedicated leader. Chair Bagnato requested a moment of silence in his memory.

### Amendments to the Agenda

- No items were added to the agenda.

### Next Meetings

- November 6, 2024@ 6:30 p.m. – Noise Roundtable Meeting – Wright Brother's Room, Hybrid/Virtual
- November 14, 2024@ 3:00 p.m. – Regular Board Meeting – Wright Brother's Room, Hybrid/Virtual

### CONSENT AGENDA

1. **Approve Minutes of September 12, 2024** **Stacey Davenport**  
*Recommendation:* Motion to approve Minutes of September 12, 2024, and authorized the Chair to sign.
2. **Personnel Committee Recommendations** **Stacey Davenport**  
*Recommendation:* Motion to approve the Personnel Committee's recommendations of the following:
  1. 2025 proposed Personnel Budget for inclusion in the 2025 Budget planning process.
  2. Group Insurance Renewal for the plan year from 12/1/2024 thru 11/30/2025 and the ACPAA Monthly Premium Schedule.
  3. 457f Plan changes to include the addition of senior management participant eligibility and authorization for all Voting members to sign the associated letters to The Principal.
3. **Ratification of Third Quarter 2024 Expenditures** **Andrew Gillespie**  
*Recommendation:* Motion to ratify Third Quarter 2024 Expenditures in the amount of \$7,158,500.79.
4. **August Financial Reports** **Andrew Gillespie**  
*Recommendation:* Advisory.
5. **Proposed 2025 Annual Budget and approval of Resolution 2024-07, which sets the meeting date for the adoption of the 2025 Budget** **Andrew Gillespie**  
*Recommendation:* Motion to Adopt Resolution 2024-07 and Authorized Chair/Clerk to sign.

**6. Jacobs Engineering Group, Inc Contract Extension No. 1****Lauren Wiarda**

*Recommendation:* Motion to approve the extension to the Engineering Services Contract with Jacobs Engineering Group, Inc and authorize the Chair and Clerk to sign.

**7. FAA Aeronautical Release of Parcel 61****Lauren Wiarda**

*Recommendation:* Motion to approve the release of the aeronautical restriction on Parcel 61 and authorized the Chair to sign.

**8. AIP 62- Rehabilitate Taxiways C and D and Rehabilitate Taxiway D Electrical Project– Stormwater Facility Maintenance Agreement and Intergovernmental Improvements Agreement****Lauren Wiarda**

*Recommendation:* Motion to ratify the Stormwater Facility Maintenance Agreement and Intergovernmental Subdivision Improvements Agreement.

**9. Ratification of the FAA Supplemental Agreement No. 1 to FAA Contact Lease No. 690EG4-L-00022** **Luke Skaflen**

*Recommendation:* Motion to ratify and approve the FAA Supplemental Agreement No.1 to FAA Contact Lease No. 690EG-L-00022 and Executive Director's signature of 10/3/2024.

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

*Recommendation:* Approval of the Consent Agenda.

The motion to approve the consent agenda, as amended, was made by Commissioner Holen, and seconded by Commissioner Baker. Motion passed unanimously.

**BUSINESS AGENDA****11. Items Moved to the Business Agenda****Thad Bagnato**

No items moved from the Consent Agenda for discussion.

**12. Legislative Report and Airport Update****Mike Fronapfel**

*Recommendation:* Advisory.

During the meeting, Mr. Fronapfel reported that in September, Centennial Airport achieved a record for unleaded fuel sales, with 16,132 gallons of UL94 sold. The cost of subsidizing this fuel reached \$31,801, with 90% covered by a state grant. Notably, Centennial Airport is now the second-largest user of UL94 in the U.S., following Reid Hillview Airport.

Swift Fuels recently received FAA approval for their 100R unleaded avgas for all Cessna 172 aircraft. Over the past 17 months, the airport has reimbursed 103 aircraft for their Supplemental Type Certificates (STCs), contributing to a total sale of 221,462 gallons of UL94 by jetCenters of Colorado, which represents 20.49% of total avgas sales. In 2024 to date, JCoC has sold 119,987 gallons of UL94, and the airport has invested over \$350,000 in transitioning to unleaded avgas.

Moving onto the Study Group, Mr. Fronapfel confirmed it has conducted 36 meetings to date, awaiting feedback from FAA Regional Administrator Grady Stone regarding radar flight tracks and other inquiries to enhance noise abatement and assess alternative flight patterns. This would also enable the implementation of a scoring and awards system to incentivize the flight schools to follow our voluntary noise abatement guidelines whenever it's safe to do so.

Ongoing construction includes landscaping for the main parking lot, phase two of the fencing project, and rehabilitation of taxiways C and D, expected to be completed by mid-November. Staff training on two Multifunction Snow Removal trucks is complete, with a third truck anticipated soon.

Mr. Fronapfel noted the anticipated opening of the Four Points by Sheraton hotel by the end of 2024, though no official date has been set. He also noted that he toured the facilities and found everything to be looking high-end and in excellent condition.

Mr. Fronapfel continued the presentation mentioning that in September, the airport received the Colorado Green Business Innovation Spotlight Award for its transition to unleaded avgas and maintained Silver Status in the environmental program.

Additionally, he highlighted the recent Blessing and Dedication event for Flight for Life, commemorating 52 years of service since its inaugural flight on October 12, 1972. Flight for Life has transported nearly 159,000 patients and operates six bases across Colorado.

Commissioner Sieber asked a question about the modification on the engines for the unleaded gas. Mr. Fronapfel replied. Commissioner Campbell made a comment about the tax benefits and incentives of using the unleaded gas coming out of HB 1235. Also, Chair Bagnato made a comment on the legislation and thanked Commissioner Campbell and Mr. Fronapfel for the hard work on making it possible.

Commissioner Huffman asked about the flight patterns proposed, Mr. Fronapfel answered.

**13. ACPAA Insurance Program Renewals for Year 2024-2025**

**Luke Skaflen**

*Recommendation:* Advisory.

Mr. Skaflen reported that the Authority staff received renewal quotes from Marsh and McLennan Agency on September 26, 2024, reflecting an overall 15.9% increase in insurance premiums from the previous year, bringing the total to \$232,099, including surplus line taxes and fees. He noted that the quotes were competitive, with no major changes from prior renewals. Mr. Skaflen showed the amounts per category and highlighted that the proposal includes quotes for the Centennial Airport Foundation (CAF) policies, which will remain unchanged. The total annual premium for General Liability and Directors and Officers policies decreased from \$1,183 to \$1,145, and CAF is set to ratify these renewals at its next meeting.

Chair Bagnato asked about the percentage increase, and Mr. Skaflen replied.

Motion to approve the Airport Insurance Program for the renewal period from 11/1/2024 through 10/31/2025 and authorized the Executive Director or Director of Administration to sign all necessary documents. Was moved by Commissioner Holen, seconded by Commissioner Campbell who made a comment on the motion. Motion passed unanimously.

**14. Establish Jurisdiction to Proceed with Public Hearing**

**Kimberly Bruetsch**

*Recommendation:* Advisory.

Mrs. Bruetsch confirmed all three public hearings were posted as required and then proceeded to establish jurisdiction for the public hearings.

**15. Public Hearing – Minimum Standards Amendments**

**Stacey Davenport**

Mrs. Davenport reported on the amendments to the Centennial Airport's Minimum Standards for Commercial Aeronautical Activities, which were presented at the Board's last meeting. A public hearing was scheduled for the October 10, 2024, Board meeting to allow for public comment. Then she explained the proposed amendments as follows:

1. Fuel Flowage Fees: The amendments revised Part 3, Sections (2) and (2.5) to increase fuel flowage rates, effective January 1, 2025, to \$0.10 per gallon for Avgas (including unleaded avgas) and \$0.15 per gallon for Jet fuel.
2. Flight Training and Commercial Flying Clubs: Changes to Part 3, Sections (9) and (10) updated the header to "Ground Space, Facilities, Accommodations, Point of Contact, and Meeting Participation." A new requirement was added for operators to designate a point of contact for safety and noise abatement information and to attend quarterly meetings with the Authority and other flight training operators.

Mrs. Davenport stated that staff recommended approval of these changes, which would take effect on January 1, 2025, along with the adoption of Resolution 2024-08. She noted that Exhibit A included the resolution, while Exhibit B contained the revised pages for the Minimum Standards document, should the amendments be approved.

Chair Bagnato opened the questions section, from the Board and the public.

Commissioner Huffman asked a question about the price on the avgas related to the national average. Mr. Fronapfel answered. Commissioner Campbell commented on the fuel flowage fees and the revision on this topic more regularly. Mr. Fronapfel replied to this and said it is something contemplated for the future. Then Commissioner Campbell asked about the current rates and Mr. Fronapfel answered.

A person from the public asked a question regarding the fuel flowage fees of other airports. Mr. Fronapfel replied explaining the difference between airports.

Commissioner Campbell asked about the purpose of the second change on the minimum standards. Mrs. Davenport replied it was a suggestion by the study group and passed the question to Mr. Fronapfel who confirmed this is one of the suggestions for mitigations that came up on the meetings; he also spoke about how this will help improve the communication with the flight schools.

Commissioner Campbell asked more information on how the meeting of the study group has improved the communication. Mr. Fronapfel said they are having successful meetings, and it has been creating more conversations about the flight paths and the mitigations efforts.

A resident from Greenwood Village that was in the public made a comment on the incentives on the flowage fees. Mr. Fronapfel clarified the usage of the fees of the airport. Commissioner Campbell also commented on this saying that there is a cost for operating here at the airport and is part of the follow-up on this topic. Mr. Fronapfel added that it is important to remember that the airport is a nonprofit organization and revenue is not collected deliberately.

Commissioner Campbell closed by saying these changes are important for the airport.

Motion to adopt Resolution No. 2024-08 and authorize the Chair and Clerk to sign was moved by Commissioner Campbell and seconded by Commissioner Holen. Motion passes unanimously.

#### **16. Public Hearing – Development Plan for CREO Capital Partners, LLC Office/Hangar/Food Hall Facility**

**Lauren Wiarda**

Mrs. Wiarda presented the proposal from CREO Capital Partners, LLC to develop a 23,027 square foot hangar and a 4,110 square foot office. She explained that the project would also include a 2,472 square foot food hall and an attached beer garden, designed to serve corporate staff, patrons of the Wings Over the Rockies location at APA, and the public.

Mrs. Wiarda noted that the facility would be located south of Runway 10/28 and west of the Wings Over the Rockies Exploration of Flight. She mentioned that the proposal included a letter of intent, supporting documents, and the proposed Development Plan. It was anticipated that the Ground Lease and Agreement with Wings Over the Rockies would be presented for approval at the November Board Meeting, with construction expected to begin in Spring 2025 and completion anticipated by December 2026.

Mrs. Wiarda also introduced the representatives from the project present in the room and online.

Chair Bagnato asked to about the structure of the food hall and functionality. The Director of CREO explained the setup of the building and use for each room. Commissioner Huffman asked about the layout of the project, the Director of CREO confirmed. After this Commissioner Holen commented on the project and the collaboration, mentioning this is a very good project to support general aviation and will help educate the public in the industry.

Commissioner Campbell asked for an overview on the impact that the construction will have on activities on the airport and the plan to mitigate the noise concern, if there is one, also any anticipation on increase of flight traffic. Mrs. Wiarda answered the question regarding the construction side, saying that the area is isolated and there is no anticipation of noise for the community. The Director of CREO answered regarding the air traffic, he said they will be flying out of the hangar located at the facility, but no additional traffic is foreseen.

The motion to conditionally approve the Development Plan for the CREO Capital Partners, LLC Office/Hangar/Food Hall Facility provided the following conditions have been met:

- 1) Approval of Ground Lease and Agreement for Parcel 4-1.
- 2) All comments from the Airport Authority and the referral agencies (Arapahoe County Planning & Engineering, Southeast Metro Stormwater 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.
- 3) Construction must begin within 2 years of Board approval.

Motion was made by Commissioner Baker and seconded by Commissioner Holen. Motion passed unanimously.

#### **17. Public Hearing – Application from Ascend Maintenance Services, LLC to conduct Aircraft Maintenance activities under Part 3, Section (11) of Centennial Airport's Minimum Standards for Commercial Aeronautical Activities.**

**Luke Skaflen**

Mr. Skaflen reported that Ascend Maintenance Services, LLC submitted its application on September 13, 2024, to conduct aircraft maintenance under the airport's Minimum Standards. He introduced the principal owners, Rob Holland, and Matthew Finnerty, and noted that Brett Quartuccio serves as the President.

Mr. Skaflen explained that the Applicant was in the process of securing office and hangar space, planning to offer maintenance services for smaller aircraft and oxygen service from 8:00 AM to 6:00 PM, Monday through Saturday. They intended to start with two

employees and expand as demand increased. He confirmed that their insurance coverage met minimum requirements. While a draft application was attached for review, the draft Agreement Under Standards had not yet been prepared due to the need for a specified location. Mr. Skaflen also mentioned that the documents were available for the Board's review upon request.

After the summary was provided, Mr. Skaflen clarified that no motion would be proposed at this time, as the location of the offices had yet to be confirmed. Instead, he recommended opening the public hearing today and suggested that the motion be postponed to the next meeting once the office space has been finalized.

Chair Bagnato opened the public comments section from public or Board.

Commissioner Campbell moved to continue the public hearing until the November meeting, Commissioner Holen seconded. Motion passed unanimously.

## REPORTS

### 18. Fuel and Operations Report for June and July 2024

Adam Ellsall

*Recommendation: Advisory*

Mr. Ellsall presented the following information:

#### September 2024

- 2024 YTD Operations: Down 4.8% from 2023 at 263,288.
- Monthly Operations, September: Down 11.3% from 2023 at 30,587.
- Monthly 94UL, September: Up 25.1% from 2023 at 16,132.
- 2024 YTD 94UL: Up 94.8% from 2023 at 119,985.
- Monthly 100LL, September: Down 3.6% from 2023 at 58,828.
- 2024 YTD 100LL: Down 8.3% from 2023 at 445,202.
- Monthly Jet A, September: Down 4.6% from 2023 at 1,226,549.
- 2024 YTD Jet A: Down 2.7% from 2023 at 10,347,226.
- Monthly Fuel Totals, September: Down 4.3% from 2023 at 1,301,481.
- 2024 YTD Fuel Totals: Down 2.5% from 2023 at 10,912,414.
- Monthly Market Share for fuel sales, August: JCoC: 43.0%; Signature South: 20.9%; Signature North: 20.9%; Modern: 15.1%; Heliplex: 0.2%

### 19. 3rd Quarter Land Use Referral Report

Zach Gabehart

Mr. Gabehart presented the following information:

- Received a total of 12 referrals during September 2024.
- 1 were approved as submitted.
- 10 were subject to comments.
- 1 was not recommended.

Chair Bagnato asked about the one that was not recommended. Mr. Gabehart answered.

### 20. Noise Report for September 2024

Zach Gabehart

*Recommendation: Advisory.*

Mr. Gabehart presented the statistics with the following information:

#### September 2024

- For September 2024, there were 793 complaints from 81 households.
- Arapahoe County Unincorporated led complaints at 44%, followed by Centennial at 17%, other sectors at 14%, Greenwood Village at 11%, Douglas County Unincorporated at 7%, and Castle Pines at 72%.
- A total of 108 complaints were responded, 105 by email and 3 by phone.
- Of the 793 complaints 714 came from daytime operations while 79 came from nighttime operations.
- For September 2024 there were 30,586 operations.
- The number one household resides in Arapahoe County with 1,313 complaints which make up 13% of the complaints for September 2024. The top five households make up 45% of the total complaint's year to date.

- Propeller aircraft led complaints by aircraft type with 86%, 13% for Jets, and 1% for helicopter flights. Training led complaints by operation type at 67%, followed by departures at 18% and arrivals at 15%.

Mr. Gabehart informed the group that the FAA has proposed an expansion of Centennial Airport's Class D airspace. He presented a map highlighting the affected area, explaining that this change is being driven by a request from Buckley Air Force Base, which requires adjustments to our airspace to eliminate a previously existing gap. According to Mr. Gabehart, this modification addresses safety concerns from the FAA's perspective. He noted that, from the airport's standpoint, this change is not expected to have a significant impact.

Comments on this proposal are due by October 24th, and the airport has already submitted its feedback.

Commissioner Sieber commented on the noise report map, specifically regarding the Castle Pines area, suggesting that Douglas County be differentiated from The Canyons. Following this, Commissioner Huffman inquired about the airspace specifics, to which Mr. Gabehart responded. Commissioner Huffman, along with Commissioner Holen and Mr. Fronapfel, then shared additional thoughts on the airspace of Centennial Airport.

## **21. Centennial Airport Community Noise Roundtable (CACNR) Update**

**Pam Thompson**

Mrs. Thompson provided a summary of the previous CACNR meeting, discussing the reports from the study groups. She emphasized that the implementation of new measures and improved communication with flight schools have been key factors in reducing noise complaints.

She also updated the group on the 2025 budget and the calendars for 2024 and 2025, noting that these will be aligned with the Board meetings. The placement of portable noise monitors was another topic of discussion, along with plans to visit homes to assess noise levels in real time.

Following this, she addressed the roundtable reports, which focused on training areas and the public comment section, including the timeframe for comments. She introduced the Noise Abatement Guideline Brochure and clarified the definition of undeveloped areas. Finally, she noted that public comments during the CACNR meetings came from residents in Louviers, Elbert County, and Elizabeth.

### **Public Comment**

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Public comment was open at 4:06 pm.

A resident from Greenwood Village noted that during the meetings, there appears to be a divide: one group appreciates the efforts made, while the other believes insufficient action has been taken to address the noise issues. She also inquired about a new training group that will be coming to the airport, seeking clarification. Mr. Fronapfel responded that an application for a new flight school will be included on the November agenda.

Another resident, attending in person from Louviers, shared concerns about the frequency of flights over his home each month. He expressed gratitude to the pilots for avoiding his house and the surrounding area. He also expressed his gratitude for Mr. Olislagers, highlighting his friendliness and strong memory of him. Chair Bagnato thanked him for his comments.

### **Comments from Board or Staff**

**Thad Bagnato**

### **Adjournment**

The meeting adjourned at 4:14

**Thad Bagnato**

### **Execution of Documents**

**Stacey Davenport**

### **Approved:**

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Thad Bagnato, Chair