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**January 15, 2009**

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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, Control Tower / Administration Complex, 7800 South Peoria St., Englewood, Colorado, located within the County, on January 15, 2009 at 3:00 p.m.

The following members were present:  
Commissioner Beckman  
Commissioner Dyer  
Commissioner Bockenfeld  
Commissioner Neukirch  
Commissioner Wells

The following members were absent, but excused:  
Commissioner Doubek  
Commissioner Hilbert  
Commissioner Sieber

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, there were posted written notices of Public Meetings at the Administration Buildings of Arapahoe County, Douglas County, Greenwood Village, City of Centennial; the courthouses in Arapahoe County and Douglas County; and at least three places on the Airport. At least 24 hours prior to the meeting there was posted an agenda of the meeting in the window of the door at the base of the Control Tower/Administration Complex at 7800 South Peoria Street.

**Call to Order & Pledge of Allegiance**

Commissioner Dyer called the meeting to order at 3:00 p.m. and Commissioner Beckman recited the Pledge of Allegiance.

**Public Comment**

Mr. Iver Retrum, Chairman of CABA and employee of SunBorne, announced that CABA's first sponsored event will take place in the Wright Brothers Room from 3:00 p.m. to 5:30 p.m. on 1/28/09; it will be a Safety Seminar led by Greg Feith with a reception to follow. Mr. Retrum invited and encouraged the Board to attend.

Mr. John McCarty, Director of SEMSWA, announced that construction is underway on Pond W-4 and he expects completion by Early Spring 2009.

**Amendments to the Agenda**

None.

**Next Meetings**

Commissioner Dyer reminded the assembled of the next meetings:

- February 12, 2009 – Regularly scheduled Board meeting @ 3:00 p.m.

**CONSENT AGENDA**

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- 1. Approve Minutes from November 12, 2008 and December 11, 2009** **Gwen Balk**  
*Recommendation:* Motion to approve the minutes of November 13, 2008 and December 11, 2008 Board meetings and authorize the Chairman to sign.
- 2. First Amendment to Lease Agreement with JHK Marketing dba The Track at Centennial Airport** **Gwen Balk**  
*Recommendation:* Motion to continue to the 2/12/2009 Board meeting.
- 3. XJet Club, LLC – Fixed Base Operator (FBO) Lease and Agreement** **Gwen Balk**  
*Recommendation:* Motion to extend conditional approval of the FBO Lease Agreement with Xjet Club to the 2/12/2009 Board meeting.
- 4. Conditional Consent to office Lease between Atlantic Motors Company, Ltd. and SunBorne Office Terminal Venture, LLC** **Gwen Balk**  
*Recommendation:* Motion to approve the Conditional Consent to office Lease and authorize Chairman and Clerk to sign.
- 5. Resolution 2009-01 Regarding Posting Places** **Gwen Balk**

*Recommendation:* Motion to approve Resolution 2009-01 and authorize Chairman and Clerk to sign.

6. **Resolution 2009-02 – Official Publications for Notice of Public Hearings** **Gwen Balk**  
*Recommendation:* Motion to approve Resolution 2009-02 and authorize Chairman and Clerk to sign.
7. **Ratification of Fourth Quarter 2008 Expenditures** **Roxana Hahn**  
*Recommendation:* Motion to ratify Fourth Quarter 2008 Expenditures.
8. **November 2008 Financial Report** **Roxana Hahn**  
*Recommendation:* Advisory.
9. **Hotel Gold Crown – Englewood, LLC – Default & Termination Status** **Gwen Balk**  
*Recommendation:* Advisory.

#### **BUSINESS AGENDA**

10. **Approval of Consent Agenda** **Jim Dyer**  
Commissioner Neukirch asked questions concerning Items 2, 3 and 9 above. Ms. Balk and Mr. Magoon responded.  
  
Motion to approve Consent Agenda passed unanimously on a motion by Commissioner Bockenfeld with a second by Commissioner Neukirch
11. **Discussion of Items Moved from Consent to Business Agenda** **Jim Dyer**  
None.
12. **Establish Jurisdiction to Proceed with Public Hearings** **Brian Magoon**  
*Recommendation:* Advisory  
Mr. Magoon reported the Notice of Public Hearing on the J&L Development Plan was published in the *Villager Newspaper* and in the *Douglas County News-Press* on January 1, 2009; and posted on the property on December 30, 2008; that such postings and publications met the requirements; and that the Board had jurisdiction to proceed.
13. **Development Plan for the Construction of the J&L Management Private Office/Hangar on FBO Lot 15** **Mike Fronapfel**  
*Recommendation:* Motion to approve the Development Plan for the construction of J&L Management Private Office/Hangar on FBO Lot 15 with the following conditions:
1. Sunborne will need to amend the ground sublease with J&L Management and the affected FBO leases with ACPAA so that both sets of legal descriptions match;
  2. Address all remaining comments from Arapahoe County Engineering, Southeast Metro Storm Water Authority, Arapahoe County Water and Wastewater Authority;
  3. Address remaining comments from Airport Authority staff outlined in the letter dated January 8, 2009; and
  4. All outstanding concerns that were raised in the letter dated January 5, 2009 to J&L Management and SunBorne will need to be addressed prior to the start of construction on the development.

Mr. Fronapfel presented the Development Plan from J&L Management to construct a hangar/office complex to be located at the north-east end of Wallace Court on the Sunborne leasehold; and that the project will include an extension to the taxilane. He summarized a list of letter approvals that were received from various agencies; and also introduced Chuck MacDonald (Contractor), Bill Smith (Architect) and Mary McLurg (J&L Management) who were available to answer questions. Commissioner Neukirch asked Mr. Fronapfel to identify the location of the exterior lights on the drawing; however, Commissioner Neukirch's set of drawings did not include the most up-to-date version. Conversation ensued concerning which was the correct version.

In order to differentiate between several different versions of the Development Plan, Chairman Dyer amended the motion to state, "Motion to approve the Development Plan, which in the key notes indicates on number 16 which says as follows, wall light 100Watt high pressure sodium" and which was signed and initialed on

1/15/2009 by applicant, for the construction of J&L Management Private Office/Hangar on FBO Lot 15 with the same four conditions as listed above.”

The amended motion passed unanimously on a motion by Commissioner Neukirch with a second by Commissioner Beckman.

**14. Fuel and Operations Report**

**Sean Settle**

*Recommendation: Advisory*

Mr. Settle provided the following summary of the fuel and operations statistics for the month of December 2008 and the year.

- YTD Operations: Down 4.8% from 2007 at 319,593 operations
- YTD Fuel Totals: Down 10.2% from 2007 at 11,654,719 gal
- YTD Jet Fuel Totals: Down 10% from 2007 at 11,031,378 gal
- YTD Av Gas Totals: Down 13.8 % at 623,341 gal
- YTD Market Share for AvGas and Jet Fuel Combined: 59.2% for DJC; 22.9% for TAC Air; 15.8% for Signature; 1.9% for Xjet; and 0.1% for the Heliplax.
- Monthly Operations: Down 6.5% at 19,461 operations
- Monthly Jet Fuel Sales: Down 21.5% at 815,473 gal
- Monthly AvGas Sales: Down 8.2% at 35,375 gal
- Monthly Market Share for AvGas and Jet Fuel Combined: 53.7% for DJC; 21.2% for TAC Air; 21.2% for Signature; 3.9% for Xjet; and 0% for The Heliplax.

**15. Noise Report / Part 150 update**

**Todd Green**

*Recommendation: Advisory*

Mr. Green provided the following summary of the Noise statistics for the month of December 2008 and YTD totals:

- 400 total logged noise complaints with 45 households reporting;
- Complaints by Household (HH): HH #1 = 32%; HH #2 = 20%; HH #3 = 11%; HH #4 = 6%; HH #5 = 5% and the remaining 40 households consisted of 26% of the complaints. The top 5 households totaled 74% of all the complaints.
- YTD: 6,971 Noise complaints with 388 household reporting.
- YTD Complaints by Household (HH): HH #1 = 21%; HH #2 = 16%; HH #3 = 12%; HH #4 = 4%; HH #5 = 4% with the remaining 383 households representing 43% of all complaints.

For the Part 150 Update, Mr. Green reported that the Grant for the noise monitoring system has been delayed; advised that as part of continuing research on noise roundtables at other airports, he will be attending the San Francisco International Airport Roundtable in February and the National Noise & Environmental Conference in March; and that CAC has reviewed the list of recommended members to the airport's noise roundtable which be presented to the Board in February.

❖ **Public Comment**  
None

**Jim Dyer**

❖ **Comments from Board or Staff**

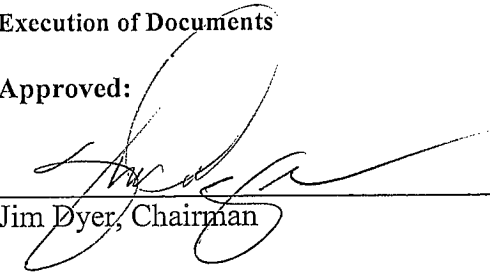
**Jim Dyer**

The meeting adjourned at 4:20 p.m. upon motion by Commissioner Beckman and second by Commission Neukirch.

**Execution of Documents**

**Gwen Balk**

**Approved:**

  
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Jim Dyer, Chairman