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## October 8, 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 October 8, 2009 at 3:00 p.m.

The following members were present:

Commissioner Dyer, Chairman  
Commissioner Beckman  
Commissioner Bockenfeld  
Commissioner Doubek  
Commissioner Neukirch  
Commissioner Sieber  
Commissioner Wells

The following members were absent, but excused:

Commissioner Hilbert

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

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

### Public Comment

None.

### Amendments to the Agenda

#### Consent Agenda:

- Item #2 – Motion changed as noted under Item 2 below and clarified by Brian Magoon.

### Next Meetings

Chairman Dyer reminded the assembled of the next meetings:

- November 4, 2009 – 7:00 p.m. Noise Roundtable meeting – Wright Brother's Room
- November 12, 2009 – Regularly scheduled Board meeting @ 3:00 p.m. – Wright Brother's Room

### CONSENT AGENDA

- 1. Approve Minutes from September 10, 2009** **Gwen Balk**  
*Recommendation:* Motion to approve the minutes of September 10, 2009 and authorize the Chairman to sign.
- 2. The Yard, LLC – SNDA Agreement & Consent to Assignment of Tenant's Interest in Sublease** **Gwen Balk**  
*Recommendation:* Motion to conditionally approve the SNDA Agreement and consent to the Assignment of Tenant's interest in Sublease with Landlord's Consent and authorize Chairman and Clerk to sign subject to review and approval of final documents by Airport Counsel on or before 10/31/2009 or such conditional approval is null and void.
- 3. 401K Savings Plan Amendment** **Gwen Balk**  
*Recommendation:* Motion to approve the Amendment to Comply with the Pension Protection Act of 2006 and authorize Chairman to sign.
- 4. Change Order # 2 to the Contract with Brannon Sand & Gravel for AIP-40** **Mike Fronapfel**

*Recommendation:* Motion to approve Change Order #2 to the contract with Brannon Sand & Gravel for AIP-40 and authorize Chairman to sign.

5. **Ratification of Third Quarter 2009 Expenditures** **Roxy Hahn**  
*Recommendation:* Motion to ratify Third Quarter 2009 expenditures in the total amount of \$4,545,871.95.
6. **July 2009 Financial Reports** **Roxy Hahn**  
*Advisory.*

#### **BUSINESS AGENDA**

7. **Approval of Consent Agenda** **Jim Dyer**  
Approval of the Consent Agenda as amended passed unanimously on a motion by Commissioner Dyer and a second by Commissioner Neukirch.
8. **Discussion of Items Moved from Consent to Business Agenda** **Jim Dyer**  
None.
9. **Airport Insurance Program Renewals for 2009-10** **Gwen Balk**  
*Recommendation:* Motion to approve the Airport Insurance Program for the renewal period from 11/1/2009 through 10/31/2010 in the amount of \$112,128 and authorize the Director of Administration to sign all necessary documents.

Ms. Balk summarized the renewal quotes for the following coverages: 1) Commercial Package with Travelers at \$62,561 annually; 2) Airport Liability coverage with ACE Property & Casualty at \$100,000,00 coverage including Terrorism/War Risk Coverage at \$39,009 annually; 3) Crime coverage with Travelers for \$1,009 annually; 4) Fiduciary coverage with Travelers for \$1,340 annually; and 5) Public Officials Liability (including Employment Practices from Philadelphia Indemnity Insurance Company for \$8,209 annually. She further advised that the renewal premiums were 8.5% below last year's premium.

The recommendation passed unanimously upon a motion from Commissioner Bockenfeld and a second from Commissioner Doubek.

10. **Presentation of the Proposed 2010 annual Budget and approval of Resolution 2009-8, which sets the meeting date for the adoption of the 2010 Budget.** **Robert Olislagers, Roxana Hahn**  
*Recommendation:* Adopt Resolution 2009-8 and authorize the Chairman and Clerk to sign.

Ms. Hahn presented a detailed explanation of the proposed budget and addressed any questions posed by the Commissioners.

The recommendation passed unanimously upon a motion from Commissioner Neukirch and a second from Commissioner Bockenfeld.

11. **Fuel and Operations Report** **Sean Settle**  
*Recommendation: Advisory*

Mr. Settle provided statistics for September 2009. The following summary of the fuel and operations statistics for the month of August, 2009 were presented.

- YTD Operations: Down 17.6% from 2008 at 205,074
- YTD Fuel Totals: Down 26.5% from 2008 at 6,696,803
- YTD Jet Fuel Totals: Down 27.3% from 2008 at 6,626,013
- YTD Av Gas Totals: Down 12.2% from 2008 at 428,790
- Monthly Operations: Down 10.3% from 2008 at 26,046
- Monthly Jet Fuel Sales: Down 27.3% from 2008 at 759,378
- Monthly AvGas Sales: Down 17.3% from 2008 at 52,575
- YTD Market Share for AvGas and Jet Fuel Combined: DjC: 50.6%; TAC Air: 21.4%; Signature: 20.8%; X-Jet: 6.9%; Heliplex: 0.2%.

**12. Noise Report / Roundtable Update**

**Todd Green**

*Recommendation: Advisory*

Mr. Green provided a summary of the noise statistics for the month of September 2009 and YTD totals. He advised that there were 386 total logged noise complaints with 65 households reporting the following:

- Complaints by Household (HH): HH #1 = 20%; HH #2 = 17%; HH #3 = 11%; HH #4 = 5%; HH #5 = 4%; and the remaining 60 households consisted of 43% of the complaints.
- The top 5 households totaled 57% of all complaints.

**13. Noise Monitor – Consultant Selection Committee Recommendation**

**Todd Green**

*Recommendation: Motion to select Harris Miller & Hanson, Inc. (HMMH) as the consultant to provide acoustical design services for the Noise Monitor project.*

Mr. Green summarized the recent activities of the Selection Committee comprised of Commissioner Doubek, Bette Todd, Chris Pace, Mike Fronapfel and Todd Green; and advised that six statements of qualifications & experience were submitted and that the top 3 were interviewed by the Selection Committee. He then recommended Board approval of the Selection Committee's recommendation.

The recommendation passed unanimously upon a motion from Commissioner Doubek and a second from Commissioner Neukirch.

**14. Legislative Report**

**Robert Olislagers**

*Recommendation: Advisory*

Mr. Olislagers advised that the USE Senate passed a Continuing Resolution (CR) to fund the FAA until the end of October 2009; that the US House passed a similar bill; and the budget extension is on its way to the President's office for signature. He further advised that the aviation industry is supporting a multi-year bill which according to Senate staffers may happen by the end of the year.

❖ **Public Comment**

**Jim Dyer**

❖ **Comments from Board or Staff**

**Jim Dyer**

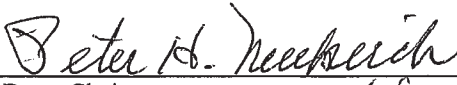
Mr. Olislagers thanked Commissioner Sieber for arranging the tour of NORAD; and reported on the status of H1N1 at the Authority and the pandemic flu policies that have been adopted.

The meeting adjourned 3:55 p.m.

**Execution of Documents**

**Gwen Balk**

**Approved:**

  
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Jim Dyer, Chairman *Vote Chair*