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May 11, 2017

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 May 11, 2017 at 3:00 p.m.

The following members were present:  
Commissioner Doubek, Chairman  
Commissioner Holen  
Commissioner Baker  
Commissioner Sharpe  
Commissioner Sieber  
Commissioner Huffman

The following members were absent, but excused:  
Commissioner Weaver  
Commissioner Bagnato

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 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, an agenda was posted on the Authority's website and 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 Doubek called the meeting to order at 3:05 PM and recited the Pledge of Allegiance.

Public Comment

No public comment.

Amendments to the Agenda

No amendments to the Agenda.

Next Meetings

- June 07, 2017 @ 6:30 p.m. – Noise Roundtable Meeting – Ramada Hotel and Suites
- June 15, 2017 @ 3:00 p.m. – Regular Board Meeting – Wright Brother's Room

**CONSENT AGENDA**

- 1. Approve Minutes of April 13, 2017** **Gwen Balk**  
*Recommendation:* Motion to approve the minutes of April 13, 2017 and authorize the Chair to sign.
- 2. Denver jetCenter and HMR Aviation, LLC – Consent to Second Amendment to Sublease and Consent to Assignment**  
*Recommendation:* Motion to consent to the Second Amendment to Sublease and Consent to Assignment and authorize Chairman and Clerk to sign the consent form. **Gwen Balk**
- 3. First Amendment to an Avigation Easement with MS Parker, LLC** **Mike Fronapfel**  
*Recommendation:* Approval of the First Amendment to the Avigation Easement with MS Parker, LLC and authorize the Chair to sign.
- 4. Approval of Consent Agenda** **Robert Doubek**  
*Action:* Approval of the Consent Agenda passed unanimously on a Motion by Commissioner Sharpe, seconded by Commissioner Holen.

**BUSINESS AGENDA**

- 5. Items Moved to the Business Agenda** **Robert Doubek**  
None

**REPORTS**

- 6. March 2017 Financial Reports** **Roxana Hahn**  
*Recommendation:* Advisory

Ms. Hahn presented the financial reports from March 2017. She highlighted some unexpected capital expenditures and the deferral of other capital expenditure items to keep the overall capital spending within the budgeted amount.

Ms. Hahn fielded questions from the Board.

**7. Fuel and Operations Report for April 2017**

**Jay Privitere**

*Recommendation: Advisory*

Mr. Privitere stated the following:

- Monthly Operations April: Down 8% from 2016 at 25,729
- Monthly Fuel Totals April: Up 4.6% from 2016 at 1,032,025
- Monthly Jet Fuel Sales April: Up 4.6% from 2016 at 991,976
- Monthly AvGas Sales April: Up 3% from 2016 at 40,049
- 2017 YTD Operations: Down 8.7% from 2016 at 93,755
- 2017 YTD Fuel Totals: Up .8% from 2016 at 4,405,364
- Monthly Market Share for AvGas and Jet Fuel Combined April: DJC: 33.4%; TAC Air: 31.9%; Signature: 24.89%; X-Jet: 9.7%; Heliplex: .1%

Mr. Privitere fielded questions from the Board.

**8. Noise Update for April 2017**

**Dylan Heberlein**

*Recommendation: Advisory*

Mr. Heberlein presented statistics on the April 2017 noise complaints. He stated the following:

- There were 766 complaints from 40 households.
- With the top household removed, there were 346 complaints.
- Year-to-Date there are 3,555 complaints from 93 households.
- With the top household removed, there were 1,444 year-to-date complaints.
- There were 707 daytime complaints.
- There were 59 nighttime complaints.
- The Top 5 households comprise 87% of year-to-date complaints.
- The Top 1 household comprises 59%.
- Props led complaints by aircraft with 56% and departures led operations type by 49%.
- Traffic flow was predominately in a south flow at 59%.

Mr. Heberlein stated that he is anticipating an influx of noise complaints with the Runway 17L/35R closure during the beginning of summer which will extend traffic patterns and offset departures and arrivals by 700 feet. He further stated that the closure is posted on webtrack and that representatives of the Centennial Airport Community Noise Roundtable have reached out to the communities they represent to let them know what to expect.

**9. Centennial Airport Community Noise Roundtable Update**

**Katy Brown**

*Recommendation: Advisory*

Ms. Brown reported the following notes from the May 03, 2017 Roundtable meeting:

- The new CACNR website should launch by the next Roundtable meeting on June 07, 2017.
- Fly Quiet – The revised noise brochure has been printed. Ms. Brown expressed excitement about a line item on the brochure that stated, “if traffic pattern volume becomes saturated causing extended pattern length beyond the suggested Arapahoe Road and Lincoln Avenue boundaries then consider returning at less busy time to remain within the depicted traffic pattern.”
- Work Plan Update – Lists priorities of each community for the year and their long-term goals.
- MOU (Memorandum of Understanding) – FAA stated in a letter that the Roundtable is an appropriate use of airport money and is not revenue diversion.
- Metroplex – All Community meetings have concluded, were well attended and the feedback deadline is June 05, 2017. Ms. Brown expressed her concern about the meetings not being very informative to the community and left many more questions to be answered.

Commissioner Sharpe stated that she attended the Greenwood Village Metroplex meeting and found it unsatisfactory. She further stated that she still has many concerns and it was unclear which communities would be impacted by the new routes.

Commissioner Holen agreed with Commissioner Sharpe and felt that the meetings were more of a show and tell rather than a community outreach.

Mr. Olislagers fielded multiple questions from Commissioner Huffman about items on the CACNR update.

**10. Legislative Report**

**Robert Olislagers**

*Recommendation:* Advisory

Mr. Olislagers reported that Congress and President Trump agreed on an Omnibus Bill for the remaining budgets, but have seen no details so far. He further reported that State legislature just wrapped up their session and there were no other airport related bills on the agenda.

Commissioner Holen advised he will be traveling to Washington DC next Tuesday to discuss airport infrastructure.

**Public Comment**

No public comment.

**Comments from Board or Staff**

Mr. Olislagers advised that Centennial Airport is supporting IHS, Inc and Gates, Inc in asking Douglas County to reconsider the Inverness Views project, a 252-apartment complex that falls within the restricted development area and is located underneath the flight training pattern. He further advised the developer of the project has not met the minimum requirements imposed by Douglas County.

Discussion took place on the Inverness Views Project.

Mr. Olislagers added that a meeting prior to this Board Meeting took place with Commissioner Baker, Commissioner Sharpe and Airport Counsel Kimberly Bruesch about the issue of the approximately \$1.6 million in the reserve fund, and entertained a motion to establish a special meeting to resolve this issue.

Commissioner Baker made a motion to convene a special meeting of the Authority Board of Commissioners before close of business on May 19, 2017 for the purpose to discuss the possible resolution of the audit concerning the approximately \$1.6 million reserve fund asset. The motion was seconded by Commissioner Sharpe. It was suggested the special meeting be on May 18, 2017 at 4pm. The motion passed unanimously.

Mr. Olislagers gave background on the issue that both Arapahoe County and the Airport Authority have listed the money as an asset which needs to be resolved.

**Adjournment**

The meeting was adjourned at 4:12 PM.

**Robert Doubek**

**Execution of Documents**

**Gwen Balk**

**Approved:**

  
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Robert Doubek, Chairman