

March 11, 2021

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, in the new Administration facility "The Hangar" at 7565 South Peoria St., Englewood, Colorado, located within the County, on March 11, 2021 at 3:00 p.m.

The following members were present:
Commissioner Bagnato, Chair Pro-Tem
Commissioner Baker, Clerk
Commissioner Doubek, Treasurer
Commissioner Holen, Voting Member
Commissioner Huffman, Ex-Officio
Commissioner Laydon, Ex-Officio
Commissioner Sieber, Ex-Officio

The following members were absent, but excused:
Commissioner Sharpe, Chair

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.

Please note that due to the Governor's order related to the COVID-19 pandemic and restrictions on public gatherings, 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 Pro-Tem Bagnato called the meeting to order at 2:59 P.M. and recited the Pledge of Allegiance.

Public Comment

Ms. Renee Anderson of Highlands Ranch addressed the Board regarding training happening more down near Chatfield reservoir. Chair Pro-Tem Bagnato and commissioners Laydon, Doubek, and Huffman all responded regarding Ms. Anderson's comments.

Amendments to the Agenda

- **Consent Agenda Item 4** – Approval for Lessor's Estoppel Certificate only; the DOT Acknowledgement not required.
- **Business Agenda Item 13** – Will be first under the Business Agenda

Next Meetings

- March 11, 2021 following Board Meeting – Centennial Airport Foundation Meeting – Board Room Suite 115 "The Hangar"
- April 7, 2021 @ 6:30 p.m. – Round Table Meeting – Virtual
- April 8, 2021 @ 3:00 p.m. – Regular Board Meeting – Hybrid/Virtual, Board Room Suite 115 "The Hangar"

CONSENT AGENDA

1. Approve Minutes of February 11, 2021

Gwen Balk

Recommendation: Motion to approve the minutes of February 11, 2021 and authorize the Chair Pro-Tem to sign.

2. Topflight Detailing Reapplication Under Minimum Standards

Luke Skaflen

Recommendation: Motion to approve the reapplication from Topflight Detailing, LLC to conduct Mobile Aircraft Detailing and authorize the Chair Pro-Tem and Clerk to sign the associated 10-year Agreement Under Standards (AUS).

3. Textron Aviation, Inc. Reapplication Under Minimum Standards

Luke Skaflen

Recommendation: Motion to approve the reapplication from Textron Aviation, Inc. to conduct Mobile Aircraft Maintenance and authorize the Chair Pro-Tem and Clerk to sign the associated 10-year Agreement Under Standards (AUS).

4. Parcel 50 B/E, LLC – Lessor's Estoppel Certificate

Gwen Balk

Recommendation: Motion to approve the Lessor's Estoppel Certificate and DOT Acknowledgement and authorize the Chair to sign.

5. Ronald Yaros – Consent to Assignment of Gold Hangar 10 Sublease to NYCO Holdings, Ltd.

Gwen Balk

Recommendation: Motion to approve the Consent to Assignment of Sublease and authorize the Chair and Clerk to sign.

- 6. Airport Coronavirus Response Grant Program (ACRGP) Grant Offer** **Mike Fronapfel**
Recommendation: Motion to conditionally approve ACRGP 3-08-0029-054-2021- Grant Agreement in the Amount of \$57,000 and authorize the Chair or Chair Pro-Tem and Clerk to sign after final staff and legal counsel review.
- 7. Award of Contract to Motorola Solutions for the purchase of 800mhz radios** **Brian Lewis**
Recommendation: Motion to Award the Contract to Motorola Radio Solutions in the amount of \$51,637.15 and authorize the Director of Operations to sign the necessary documents.
- 8. Approval of Consent Agenda** **Thad Bagnato**
Recommendation: Motion to approve the Consent Agenda, as amended.

Commissioner Baker made a motion to approve the Consent Agenda as amended; motion was seconded by Commissioner Doubek and passed unanimously.

BUSINESS AGENDA

- 9. Items Moved from Consent Agenda for Discussion** **Thad Bagnato**
None.
- 10. Establish Jurisdiction to Proceed with Public Hearings** **Kimberly Bruetsch**
Recommendation: Advisory
Ms. Bruetsch advised that the public hearing notices had been properly published and that the Board had jurisdiction to proceed with the public hearings for NetJets Services, Inc., and Das Flight Simulations' applications under Minimum Standards.
- 11. Public Hearing on Application from NetJets Services, Inc to conduct Aircraft Management including Fractional Ownership Management** **Luke Skaflen**
Recommendation: Motion to approve NetJets Services, Inc. application and authorize the Chair Pro-Tem and Clerk to sign the associated 10-year Agreement Under Standards (AUS).

Mr. Skaflen presented the application for NetJets Services, Inc. He informed the Board that NetJets Services was founded in 1964 as Executive Jet Aviation and their headquarters are in Columbus, Ohio. The key personnel are Jason Gregory, VP of service Hub Ops and aircraft maintenance and Andrew Naudasher, VP of procurement and corporate real estate. Mr. Skaflen informed that they are currently leasing office space at 8156 S. Interport Blvd. (Floors and Doors, LLC) hangar and the hangar use is for transient aircraft maintenance of its managed aircraft. Chair Pro-Tem Bagnato asked how much of the hangar space was being leased for their three aircraft. Mr. Olislagers responded that they are leasing about 40 to 60% of the space and that Signature Flight Support was leasing the rest. Chair Pro-Tem Bagnato opened the public comment at 3:21 p.m. and hearing no public comment closed the public hearing at 3:22 p.m. Commissioner Baker moved to approve the recommendation as stated. The motion was seconded by Commissioner Doubek, motion passed unanimously.

- 12. Public Hearing on Application from Das Flight Simulations to Conduct Flight Simulator Training** **Luke Skaflen**
Recommendation: Motion for conditional approval of Das Flight Simulations application, subject to Applicants satisfactory submittal of appropriate insurance coverages to staff and authorize the Chair Pro-Tem and Clerk to sign the associated 10-year Agreement Under Standards (AUS).

Mr. Skaflen presented the application for Das Flight Simulation to conduct Flight Simulator Training. He advised the Board that the key personnel are Jeff Carter who is a local businessman and pilot and Das Sankar who is a Gold Seal CFI, and that they are currently leasing office space at TAC Air building 8, 7395 S. Peoria Street, Suite 108. Their hours of operations are 8 am to 6 pm and that there is only one simulator for use. Mr. Skaflen recommends for conditional approval because while staff has received an email showing the proper insurance coverages, they are currently waiting on the final certificate. Chair Pro-Tem Bagnato asked what type of simulator it was like. Mr. Sankar responded that it is like Cessna, Piper, and Beech aircraft and that they use all analog controls. Chair Pro-Tem Bagnato opened the public comment at 3:25 p.m. With no public comment so he closed the public hearing at 3:26 p.m. Commissioner Baker moved to approve the recommendation which was seconded by Commissioner Doubek; the motion passed unanimously.

- 13. State of the Airport – The Year in Review 2020** **Robert Olislagers**
Recommendation: Information Only.

Mr. Olislagers informed the Board that after a record year, COVID-19 ended that run on March 13, 2020. He advised that operations dropped by 80% in April and by year end, fuel sales were down 12.7%, fuel tax revenue 24.4%, and concessions dropped by 30-40%. In all, overall non-grant and contributions revenues were down by 10.5% and expenses were cut by 16.3% resulting in a net income of \$2.55M. Mr. Olislagers stated that operations dropped to its lowest level since 2016 after emerging from the 2009/2010 great

recession. Although business aviation declined by 90% in April 2020, flight schools quickly recovered to record levels; the charter business was the only bright spot as flyers were looking for a safer way to travel. Business travel averages 40 touch points compared to commercial at more than 300 touch points. He informed too that the restaurant and car rental businesses unfortunately did not fare well with losses of 30 to 40% and counting; and while the PPP Cares Act funding did help retain employees, it did not offset losses. Centennial Airport received the equivalent of one week of operating capital. Mr. Olislagers advised that while the 2021 outlook looks better, the real-long term pandemic fallout and recovery will be better assessed after second quarter 2021. Chair Pro-Tem Bagnato asked about the current Avgas and Jet fuel prices were like. Mr. Olislagers responded that at one time jet fuel was right below three dollars, but it fluctuates and that he was not sure on the Avgas; however, we can get the Board these numbers.

REPORTS

14. December 2020 Financial Reports

Roxana Hahn/Andrew Gillespie

Recommendation: Advisory

Ms. Hahn presented the December 2020 financial reports and Mr. Gillespie presented a year review comparing previous years to 2020 using graphs due to the COVID 19 and provided a financial analysis for the year. The Commissioners asked questions regarding December and the financial analysis; Mr. Olislagers, Ms. Hahn, and Mr. Gillespie replied.

15. Fuel and Operations Report for February 2021

Kristin Pollien

Recommendation: Advisory

Mrs. Pollien presented the following:

- 2021 YTD Operations: Down 18.1% from 2020 at 43,142
- Monthly Operations February: Down 14.8% from 2020 at 19,343
- 2021 YTD Fuel Totals: Down 4.6% from 2020 at 2,253,263
- Monthly Fuel Totals February: Down 3% from 2020 at 1,101,183
- Monthly AvGas Sales February: Down 9.1% from 2020 at 37,990
- Monthly Jet Fuel Sales February: Down 2.6% from 2020 at 1,063,193
- Monthly Market Share for fuel sales for February: DjC: 36%; TAC Air: 28.7%; Signature: 25.1%; Modern: 10.1%; Heliplex: .1%

16. Noise Report for February 2021

Rachel Keller

Recommendation: Advisory

Ms. Keller presented statistics on the February noise complaints; she stated the following:

- For February 2021 there were 802 complaints from 45 households; with the number one household removed there were 601 noise complaints
- 2021 YTD complaints are 1681 from 62 households
- Of the 802 complaints only 82 requested a response by email and 30 by phone.
- Unincorporated Arapahoe County led the complaints at 53%; followed by Unincorporated Douglas County with 14%, and Centennial with 11%.
- 734 complaints came from the daytime operations while 68 came from nighttime operations
- For February 2021 there was 19,343 operations
- Props led complaints by aircraft type with 80%, and departures led operations at 41% followed close behind training at 33%
- The number one household resides in Unincorporated Arapahoe County with 368 complaints which make up 22% of the complaints for 2021 year to date

Douglas County Commissioner Abe Laydon wished to introduce a motion “directing staff to work with the Centennial Airport Community Noise Roundtable to bring forward a resolution regarding the noise associated with flight schools and prop planes that use Centennial Airport at the next meeting”. The motion was seconded by Commissioner Sieber.¹ A spirited discussion followed about the importance of the airport and what the airport and the roundtable can and cannot do. Chair Pro Tem Bagnato explained that once aircraft leave the ground, the FAA retains jurisdiction over all flight activity and the airport and roundtable can only make recommendations for

¹ At this point, discussion ensued whether an ex-officio member of the board can make a motion, which legal counsel will review. In addition, the By-laws for the Arapahoe County Public Airport Authority require that resolutions must be drafted in advance and presented to the board at least three days prior to a meeting of the board, with a final notice of the proposed resolution be posted 24-hours prior to the meeting. Due to confusion whether the action constituted a proper motion, in order to continue discussion and err on the side of caution, the motion was seconded by Commissioner Sieber.

voluntary actions by the flight schools. Commissioner Baker expressed concerns over continued approvals of residential development near the airport, and Commissioner Holen discussed the importance of the airport as an economic engine for the region. Commissioner Laydon expressed his appreciation to all for those comments but restated his concern that flight training activity and overflight over unincorporated Douglas County—Highlands Ranch had increased dramatically over the last year plus and something needed to be done. With a motion and second on the floor, the board voted 4-0 against the motion. Director Olislagers pledged, irrespective of a proper motion or resolution, to work with the roundtable and the flight schools to look at alternatives, if any, to reduce the impact of overflight in the area. He also noted that the two primary training areas near Castlewood Canyon and Chatfield Reservoir were exceedingly being impacted by residential development leaving fewer alternatives for flight schools to practice.

17. Centennial Airport Community Noise Roundtable Update

Brad Pierce (City of Aurora)

Recommendation: Advisory

Mr. Pierce presented the report for the noise roundtable.

- Seven members of the public joined the roundtable meeting from areas including Louviers, Highlands Ranch, and Elizabeth
- CACNR's 2021-2021 work program was adopted, and committees are beginning to address tasks within the new Work program
- CACNR is in the process of developing comments to the FAA's Neighborhood Environmental Study (NES)
- In February seven CACNR members attended the virtual UC Davis Aviation Noise & Emissions Symposium
- The March 3rd N.O.I.S.E was held as a virtual meeting and Congresswoman Eleanor Holmes Norton from Washington D.C. was the keynote speaker. Congresswoman Norton is the chair of the Congressional Quiet Skies Caucus

18. Legislative Report

Robert Olislagers

Recommendation: Advisory

Mr. Olislagers advised the Board that a new round of COVID relief funding was expected to be signed by the President in the very near future. With this new relief fund, Centennial Airport is expected to receive \$57,000 upon approval and may be applied to operating or capital expenditures. He informed that at this time there is no other pending legislation at the federal or state level that affects APA; however, staff is closely following any "forever chemicals" related to legislation.

Public Comment

Thad Bagnato

Comments from Board or Staff

Thad Bagnato

19. Adjourn to Executive Session pursuant to CRS 24-6-402(4)(a)-(f); specifically concerning legal advice related to Real Estate Matters including the Hotel Receiver and Imminent Domain Issues.

Thad Bagnato

Recommendation: Motion to adjourn to Executive Session to discuss any of the following pursuant to CRS Section 24-6-402(4): (a) purchase, acquisition, lease, transfer, or sale of any real, personal or other property interest; (b) conference with an attorney for purposes of receiving advice on specific legal questions; (c) matters to be kept confidential by federal or state law; (d) security arrangements; (e) determining positions relative to matters that may be subject to negotiations or negotiation strategies; and (f) personnel matter.

Mr. Olislagers advised that the Imminent Domain issue was off the table and that the Board is not expected to take action during the Executive Session. Commissioner Baker moved to approve the recommendation to adjourn to Executive Session. Commissioner Holen seconded the motion. Motion carried unanimously.

Adjournment

Thad Bagnato

The meeting adjourned to Executive Session at 5:45 p.m.

Execution of Documents

Gwen Balk

Approved:

Thad Bagnato, Chair Pro-Tem