

December 10, 2020

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 December 10, 2020 at 3:00 p.m.

The following members were present:
Commissioner Sharpe, Chair
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:

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

Public Comment

No Comment

Amendments to the Agenda

Item 5 - Bird’s Nest, LLC – Consent to Assignment of Gold Hangar 8 Lease – Deferred to 2/11/2021

Next Meetings

- February 3, 2021 @ 6:30 p.m. – Noise Roundtable Meeting – Virtual
- February 11, 2021 @ 3:00 p.m. – Regular Board Meeting – Virtual; Board Room Suite 115, 7565 S. Peoria Street

CONSENT AGENDA

- 1. Approve Minutes of November 12, 2020** Gwen Balk
Recommendation: Motion to approve the minutes of November 12, 2020 and authorize the Chair to sign.
- 2. 2021 Schedule of Regular Meetings** Gwen Balk
Recommendation: Motion to approve Notice Year 2021 Regular Public Meetings.
- 3. Arapahoe Aero Avionics, Inc. Reapplication under the Minimum Standards** Luke Skaflen
Recommendation: Motion to approve the reapplication from Arapahoe Aero Avionics, Inc to conduct Avionics Repair Station and authorize the Chair and Clerk to sign the associated 10-year Agreement Under Standards (AUS).
- 4. Air Methods Corporation Reapplication under the Minimum Standards** Luke Skaflen
Recommendation: Motion to approve the reapplication from Air Methods Corporation to conduct Air Charter and Helicopter Repair Station and authorize the Chair and Clerk to sign the associated 10-year Agreement Under Standards (AUS).
- 5. Bird’s Nest, LLC – Consent to Assignment of Gold Hangar 8 Sublease** Gwen Balk
Recommendation: This item pulled and deferred to 2/11/2021 Board meeting for consideration.
- 6. 30-day Notice of Proposed Revisions to ACPAA By-Laws** Gwen Balk
Recommendation: Advisory
- 7. Ratification of the FAA Standard Space Lease – Lease No. 690EG4-L-00022** Gwen Balk
Recommendation: Motion to ratify and approve the FAA Standard Space Lease – Lease No. 690EG4-L-00022 and Executive Director’s signature of 11/19/2020.

8. **October 2020 Financial Reports** **Roxana Hahn**
Recommendation: Advisory
9. **Approval of Consent Agenda** **Nancy Sharpe**
Recommendation: Approval of the Consent Agenda

Commissioner Holen moved to approve the consent agenda as amended followed by a second from Commissioner Baker; the motion passed unanimously.

BUSINESS AGENDA

10. **Items Moved to the Business Agenda** **Nancy Sharpe**
None.
11. **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 the 2021 Annual Budget and the applications for Jet East Corporate Aviation, LLC and Mobile Aviation Service, LLC to operate under the minimum standards at the airport.

12. **2021 Annual Budget and Resolutions 2020-07 and 2020-08** **Roxana Hahn**
Recommendation: Motion to approve Resolution 2020-07, Resolution to Adopt Budget, and Resolution 2020-08, Appropriation Resolution.

Ms. Hahn presented the 2021 budget that was proposed at the October 8th Board meeting and she advised the Board of the changes that were made to the budget. Chair Sharpe and Commissioner Huffman asked questions about different aspects of the budget; Ms. Hahn and Mr. Olislagers both responded. Chair Sharpe opened the public hearing for the final budget at 3:15 pm and with no comments from the public it was closed at 3:16 pm. Commissioner Bagnato made a motion to approve the recommendation followed by a second to the motion by Commissioner Holen; the motion passed unanimously.

13. **Public Hearing on Application from Jet East Corporate Aviation, LLC to conduct Mobile Aircraft Maintenance** **Luke Skaflen**
Recommendation: Motion to approve the application from Jet East Corporate Aviation, LLC to conduct Mobile Aircraft Maintenance and authorize the Chair and Clerk to sign the associated 10-year Agreement Under Standards (AUS).

Mr. Skaflen presented the application for Jet East Corporate Aviation, LLC. He informed the Board that Stephen Maiden is the President and CEO, George Lee is Exec. VP and COO for Jet East and that Shawn George who is VP of Operations MRO services are the Key Personnel. Currently, they are leasing office space from Signature Flight Support in a mobile unit and they are limited to the Signature leasehold only to practice mobile aircraft maintenance under the minimum standards. Mr. Skaflen also advised that they are 24/7 operations, have a FAA part 145 authorization for repair facility, and their headquarters are in New Jersey where they have been providing AOG services for their customers. Commissioner Huffman asked how many mobile corporate services are located out on the airfield. Mr. Skaflen replied that currently there are five mobile aircraft maintenance. Chair Sharpe opened the public hearing at 3:20 pm; it was closed at 3:21 pm with no public comment; and was followed by a motion from Commissioner Bagnato to approve the Jet East Corporate Aviation, LLC recommendation; the motion was followed by second by Commissioner Baker and it passed unanimously.

14. **Public Hearing on Application from Mobile Aviation Service, LLC to conduct Aircraft Support Services specifically, General Aircraft Maintenance.** **Luke Skaflen**
Recommendation: Motion to approve the application from Mobile Aviation Service, LLC to conduct Aircraft Support Services specifically, General Aircraft Maintenance and authorize the Chair and Clerk to sign the associated 10-year Agreement Under Standards (AUS).

Mr. Skaflen presented the application for Mobile Aviation Service, LLC to perform general aircraft maintenance under the part 3, section 11 of the minimum standards. The key personnel are Charles Caballer who has 50 years of experience including working at DIA and Colorado Springs and right now while he is the only one on staff, he hopes to hire on at least three additional employees. He informed the Board that currently Mr. Caballer is renting office and hangar space at 7151 S. Peoria Street, Unit 19-E and is performing operations Monday thru Saturday from 8 AM to 5 PM. Mr. Caballer has 50 years of aviation experience and provides not only general aviation maintenance, but also provides annual inspections and avionics sales. Commissioner Doubek asked if Mr. Caballer does mostly maintenance on avionics and whether he works with overhaul engines. Mr. Caballer replied that is general

aircraft maintenance on single engine aircraft; he also stated that he does not do overhauls. Commissioner Huffman asked if he does annual inspections and if so, where does he conduct them. Mr. Caballar replied he does do inspections in his hangar that can hold up to 5 aircraft. Commissioner Bagnato stated that it would be nice to have an overview of all the companies out at the airport, so they know what resources are available. Both Mr. Skafien and Mr. Olislagers replied that the information is on the website and that staff can provide a list to the Board. With no further questions from the Board, Chair Sharpe opened the public hearing at 3:26 pm. As there was no public comment, it was closed at 3:27 pm. Commissioner Baker moved to approve the Mobile Aviation Service, LLC recommendation. The motion was followed by a second by Commissioner Bagnato, motion passed unanimously.

REPORTS

15. Fuel and Operations Report for November 2020

Jeremy Gunn

Recommendation: Advisory

Mr. Gunn stated the following:

- 2020 YTD Operations: Down 5% from 2019 at 309,538
- Monthly Operations November: Down 7.3% from 2019 at 24,677
- 2020 YTD Fuel Totals: Down 15.2% from 2019 at 11,144,656
- Monthly Fuel Totals for November: Down .2% from 2019 at 1,075,267
- Monthly AvGas Sales November: Up 9.5% from 2019 at 50,834
- Monthly Jet Fuel Sales November: Down .6% from 2019 at 1,024,433
- Monthly Market Share for fuel sales for November: DJC: 38.6%; TAC Air: 27%; Signature: 26.6%; Modern Aviation: 7.6%; Heliplax: .2%

Commissioner Doubek stated that he was happy to see that the AvGas sales had gone up 9.5%; Mr. Gunn responded that is a good sight to see given the current circumstances going on in the world. Mr. Olislagers responded that this is a national phenomenon taking place right now. The numbers for general aviation are way up possibly due to COVID because people who have not flown their own personal aircraft in a while are beginning to fly again so this is a positive. He also informed the Board that there is also a small uptake in charter flight while corporate jet activity is down and not making much of a comeback right now.

16. Noise Report for November 2020

Rachel Keller

Recommendation: Advisory

Ms. Keller presented the following:

- There were 471 complaints from 41 households.
- Year-to-Date there are 9,803 complaints from 381 households.
- With the top household removed, there were 379 complaints for the month of November.
- There were 437 daytime complaints: 34 nighttime complaints
- 13 requested a response by email; 24 requested a response by phone
- Majority of the complaints come from Centennial at 21% followed close behind by Greenwood Village at 15%, Unincorporated Arapahoe County at 13%, and Unincorporated Douglas County at 12%
- The Top 5 households comprise 67% of year-to-date complaints.; with the top 1 household comprising 21% with 2,032 complaints
- With the top household removed, there were 7,771 year-to-date complaints
- Training led complaints with 47% by operation type and prop aircraft led complaints at 75%.
- Staff provided a 2018 Census population information for the surrounding cities and counties affected by aircraft noise

Chair Sharpe asked why the household in Centennial was still so high when the traffic flow was headed South. Ms. Keller replied that the area where the number one household is located on the West side of I-25 and most of the complaints that have come from this household are from the touch and go's that are located on the East side of I-25; still even with the traffic on the East side they are being impacted. Commissioner Huffman asked when he would be able to get a noise monitor in his yard again as the neighbors in the Village at Castle Pines were wondering. Ms. Keller replied that anytime he is ready, they will bring the monitor over since she does have one monitor available.

17. Centennial Airport Community Noise Roundtable (CACNR) Report and Approved Minutes for the November 4, 2020 Meeting

Melissa Coudeyras

Recommendation: Advisory

Mrs. Coudeyras reported the following:

- The executive committee meeting that Brad Pierce is head of met with Jason Schwartz who will be meeting with all committees of the Roundtable by the end of January to help-out.

- The outreach committee has the website up and running. Amy Holland has offered to be the administrator of it at which time she will need to complete some training. Ms. Holland toured the new building and was very impressed
- Don Kuskie informed the roundtable that the fly quiet committee had not met recently, but pilots seem to be cooperating with the new suggested flight patterns.
- With the noise monitors, that committee has also not met recently; however, Mr. Kuskie noticed that the Greenwood Village monitor was not picking up much activity so they will be looking into this.
- Amy Holland made a comment at the last meeting that she noticed the noise complaints in Castle Rock have gone up since September; believe Metroplex is the cause of this.
- Mrs. Coudeyras just had her last meeting of the year and encouraged Castle Rock residents to come to the Roundtable meeting to be involved with what is taking place above their city.

Ms. Keller asked Mrs. Coudeyras if the next roundtable meeting would be on January 6, 2021. Mrs. Coudeyras replied that while usually the roundtable takes January off due to the airport not having their meeting, that she would follow up with the committee and make sure that they still wanted to meet on January 6th.

18. Legislative Report

Robert Ollislagers

Recommendation: Advisory

Mr. Ollislagers informed the Board that in addition to the McConnell stimulus package of \$500B and the bipartisan/bicameral bill of \$908B, the White House has announced a \$916 stimulus package, each with different agenda priorities, stimulus checks, liability protections, assistance for local governments and unemployment pay. While parties are optimistic that a compromise will be reached, they are far from certain at this point. He also stated that in the meantime, the current Continuing Resolution, to keep the Government running, expires tomorrow Friday 12/11/2020. Another short-term extension thru 12/18/2020 is expected. Mr. Ollislagers continued stating a proposed Defense bill is being threatened with a veto by the President, which Congress has indicated they will veto in a rare rebuke of the President.

Public Comment

No public comment.

Comments from Board or Staff

Nancy Sharpe

Mr. Ollislagers gave some brief updates about the FAA, Metroplex, and the Hotel. With Metroplex he stated that the petition for review was filed in the DC Court of Appeals the morning of the meeting. Right before the meeting he was informed through Ms. Bruetsch that the schedule for joint briefs is going to take place on February 19th. He continued stating that the schedule for reply from the petitioners (the airport) would be March 12th with the deferred petitioners on March 13th and that the court expects all documents to be submitted by March 26th. A decision may take place about mid-summer. Mr. Ollislagers also informed the Board that the Hotel is now 100% vacant. After a court hearing, all the stragglers have left because they were considered trespassing. Currently there is a security guard full time as well as a caretaker that was hired by the receiver. The sale date is set for February 24th and the hotel will remain closed until that date. He stated that a couple individuals have shown interest; however, it looks to be at least \$2M for the acquisition and to bring the hotel back up to code and everything else to make it a functional property, the low estimate starts between \$5M to \$7M and the high estimate is looking closer to between \$9M to \$11M. Mr. Ollislagers also informed that the FAA has officially moved into our old office space. Robert also gave some personal sentiments about Chuck Yeager who he knew personally. Mr. Yeager was considered one of the greatest pilots ever. General Yeager passed away at 97. In closing, he informed the Board that Centennial Airport is sitting as the ninth busiest of all US airports in the United States. Despite some losses this year the airport based on the budget for 2021 is set to come back stronger. After his updates, Mr. Ollislagers thanked the Board for their support to the airport throughout the tough, strange year we had and wished them a happy and safe holiday season. Chair Sharpe, Commissioner Bagnato, and Commissioner Huffman all echoed his thank you and thanked Mr. Ollislagers and the staff for all the tremendous hard work that was done while keeping safe.

Adjournment

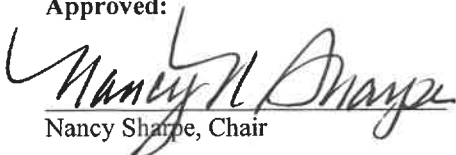
The meeting was adjourned at 4:10 PM.

Nancy Sharpe

Execution of Documents

Gwen Balk

Approved:


Nancy Sharpe, Chair