

February 10, 2022

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 February 10, 2022, 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 Sieber, Ex-Officio

The following members were absent, but excused:
Commissioner Laydon, Ex-Officio

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, an agenda was posted on the Authority’s website and also on the front door of The Hangar.

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 with a hybrid option of in-person, video and web conferencing options for the Board members, staff and public

Call to Order & Pledge of Allegiance

Chair Sharpe called the meeting to order at 3:01 PM and recited the Pledge of Allegiance.

Public Comment

No public comments offered.

Amendments to the Agenda

- **Consent Agenda**
 - ADDED ITEM:** Revocable Storm Drainage Improvement License Agreement – Direct Connection to Stormsewer – Sky Harbour Hangar Campus Development
 - ADDED ITEM:** ACWWA Easement for Modern Aviation Development
- **Business Agenda Item 15** (Hotel update) – Deferred until March 10, 2022, Meeting
- **Business Agenda Item 16** (Oneflight concept plan) – Deferred until later date

Next Meetings

- March 02, 2022 @ 6:30 p.m. – Noise Roundtable Meeting – Virtual/Hybrid, Wright Brothers Room
- March 10, 2022 @ 3:00 p.m. – Regular Board Meeting – Virtual/Hybrid, Wright Brothers Room
- March 10, 2022, following the Board Meeting – Centennial Airport Foundation Meeting

CONSENT AGENDA

1. **Approve Minutes of December 9, 2021.** **Jay Clark**
Recommendation: Motion to approve the minutes of December 9, 2021, authorize the Chair to sign.
2. **Resolution 2022-01 – Posting Places** **Jay Clark**
Recommendation: Motion to approve Resolution 2022-01 and authorize Chair and Clerk to sign.
3. **Resolution 2022-02 – Official Publications for Notice of Public Hearings** **Jay Clark**
Recommendation: Motion to approve Resolution 2022-02 and authorize Chair and Clerk to sign.
4. **Resolution 2022-03 – Grant Authorizations** **Jay Clark**
Recommendation: Motion to adopt Resolution 2022-03 and authorize Chair and Clerk to sign.
5. **Resolution 2022-04 – Credit Card Authorizations** **Roxana Hahn**
Recommendation: Motion to adopt Resolution 2022-04 and authorize Chair and Clerk to sign.
6. **Cloud 7 Aviation – Consent to Sub-sublease** **Luke Skaflen**
Recommendation: Motion to approve the Consent to Sub-sublease in Cloud 7 Aviation Hangar 4 and authorize the Chair and Clerk to sign.
7. **Cloud 7 Aviation – Consent to Sub-sublease** **Luke Skaflen**
Recommendation: Motion to approve the Consent to Sub-sublease in Cloud 7 Aviation Hangar 4 and authorize the Chair and Clerk to sign.

8. **Plan Administrator Change for the Principal 401 (k) and 457 (f) Plans** Gwen Balk/Jay Clark
Recommendation: Motion to approve the designation of Jay Clark as the Primary Security Plan Administrator for the 401(k) and 457(f) Principal Plans and authorize the Chair and Clerk to sign the final documents.
9. **Arapahoe County Water & Wastewater Authority (ACWWA) Easement for Sky Harbour – Hangar Campus Development** Gina Conley
Recommendation: Motion to conditionally approve the ACWWA easement for the Sky Harbour Hangar Campus Development and authorize the Chair and Clerk to sign, pending final review and approval of the easement and legal description by staff and legal counsel.
10. **Sky Harbour – Hangar Campus Development – Drainage Easement and Stormwater Facility Maintenance Agreement** Gina Conley
Recommendation: Motion to conditionally approve the Drainage Easement and Stormwater Facility Maintenance Agreement for the Sky Harbour – Hangar Campus Development and authorize the Chair and Clerk to sign, pending final review and approval of the easement and legal description by staff and legal counsel.
11. **Ratification of Fourth Quarter 2022 Expenditures** Roxana Hahn
Recommendation: Motion to ratify Fourth Quarter 2022 Expenditures in the amount of \$1,743,112.18.
12. **November 2022 Financial Report** Mike Fronapfel, Andrew Gillespie, Roxana Hahn
Recommendation: Advisory
- ADDED ITEM: Revocable Storm Drainage Improvement License Agreement – Direct Connection to Stormsewer – Sky Harbour Hangar Campus Development** Gina Conley
Recommendation: Motion to conditionally approve Revocable Drainage Improvement License Agreement – Direct Connection to Stormsewer for the Sky Harbour Hangar Campus Development and authorize the Chair to sign pending final approval by staff and legal counsel.
- ADDED ITEM: Arapahoe County Water & Wastewater Authority (ACWWA) Easement for Modern Aviation Hangars and FBO Development** Gina Conley
Recommendation: Motion to conditionally approve the ACWWA easement for the Modern Aviation Hangars and FBO Development and authorize the Chair and Clerk to sign, pending final review and approval of the easement and legal description by staff and legal counsel.
13. **Approval of Consent Agenda** Nancy Sharpe
Recommendation: Approval of the Consent Agenda

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

BUSINESS AGENDA

14. **Items Moved to the Business Agenda** Nancy Sharpe
None
15. **Hotel Status Update** Robert Olislagers
Recommendation: Motion deferred to the March 10, 2022, Board Meeting.
16. **Pre-Concept Plan for the ONEflight International headquarters including their corporate offices, a large hangar, and an elevated restaurant located on the SunBorne lease parcels. (Parcel 1, FBO Lot 10 East)** Mike Fronapfel
Recommendation: Deferred until later date.

Mr. Fronapfel advised the Board that as of now, the ONEflight Pre-Concept plan is going to be deferred until a later date. He advised that staff needs to review and work more with ONEflight on structures and the potential impact it would have at the airport. Commissioner Huffman asked what the structure height; Mr. Fronapfel advised that it's still too early to present.

17. **Pre-Concept Plan for Proposed TAC Air Ramp Expansion and Office/Hangar Construction** Mike Fronapfel
Recommendation: Non-objection to the proposed TAC Air Pre-Concept Plan.

Mr. Fronapfel presented the pre-concept plan for the proposed TAC Air Ramp Expansion. He stated that staff wanted to bring this before to Board before presenting a full concept plan to get the Board's thoughts. Mr. Fronapfel advised that Richard Layson is the Director of Operations, Mike Welch is the General Manager, and Berry Sherman is the project manager on this plan. All members of Arapahoe County and Commissioner Huffman made comments and asked questions regarding placement of the hangar, phase two of the administration building, and how far out the ramp would expand; Mr. Welch and Mr. Fronapfel responded. Mr. Fronapfel advised that staff will come back to the Board in March with more details in an official concept plan submittal.

REPORTS

18. Fuel and Operations Report for December 2021, Year End, & January 2022

Luis Gonzales

Recommendation: Advisory

Mr. Gonzales, stated the following:

- Monthly Operations December: Down 4.18% from 2020 at 24,377
- Monthly Fuel Totals December: Up 37% from 2020 at 1,550,632
- Monthly Jet Fuel Sales December: Up 38.5% from 2020 at 1,502,002
- Monthly AvGas Sales December: Up 3.4% from 2019 at 47,027
- Monthly Market Share for AvGas and Jet Fuel Combined December: DJC: 34.3%; TAC Air: 27.2%; Signature: 26.4%; Modern Aviation: 11.9%; Heliplex: .1%

- 2021 YTD Operations: Down 6.7% from 2020 at 314,071
- 2021 YTD Fuel Totals: Up 37% from 2020 at 16,819,325
- 2021 Jet Fuel Totals: Up 38.9% from 2020 at 16,162,777
- 2021 Av Gas Totals: Up 3.2% from 2020 at 656,548
- 2021 Market Share for AvGas and Jet Fuel Combined: DJC: 34.7%; TAC Air: 27.7%; Signature: 27.3%; Modern Aviation: 10.2%; Heliplex: .2%

- Monthly Operations January: Down 20.5% from 2020 at 23,799
- Monthly Fuel Totals January: Down 6.2% from 2020 at 1,152,080
- Monthly Jet Fuel Sales January: Down 6.2% from 2020 at 1,102,862
- Monthly AvGas Sales January: Down 4.4% from 2020 at 49,218
- Monthly Market Share for AvGas and Jet Fuel Combined January: DJC: 36.4%; TAC Air: 28%; Signature: 25.4%; Modern Aviation: 10.1%; Heliplex: .2%

Several of the Commissioners made comments about how nice it is to see our fuel and operations numbers continue to grow. Commissioner Huffman asked Mr. Welch if with the new expansion how they think it could affect operations and fuel sales; Mr. Welch replied that with the bigger ramp they hope for more business which means more fuel.

19. Fourth Quarter of 2021 Land Use Referrals

Samantha Blymyer

Recommendation: Advisory

Ms. Blymyer presented the following about the fourth quarter land use referrals:

- 16 referrals were received during the 4th quarter 2021 (October – December)
- 14 were subject to comments
- 2 were approved as submitted

20. Noise Update

Samantha Blymyer

Recommendation: Advisory

Ms. Blymyer presented statistics for the December and Year End 2021 and January 2022 Noise Reports. She stated the following:

December 2021:

- There were 365 complaints from 32 households.
- There were 329 daytime complaints, 36 nighttime complaints.
- Majority of complaints come from Greenwood Village at 45%, followed by Centennial at 19%, Castle Rock at 14%, Unincorporated Arapahoe County at 9%, and Aurora at 5%
- 19 requested a response by email; 4 requested a response by phone.
- Prop aircraft counted for 82% of complaints for aircraft type and departures lead at 49% followed closely by arrivals at 31% for operations

Year End 2021:

- There were 12,865 complaints from 363 households.
- There were 11,658 daytime complaints, 1,206 nighttime complaints.
- For year-end 2021, the number one household in Unincorporated Douglas County had 2,494 complaints which makes up 19% of the total year end household complaints for the top 5 households
- 708 requested a response by email; 583 requested a response by phone.
- Prop aircraft counted for 77% of complaints for aircraft type followed by departures at 49% followed by training traffic at 28% and arrivals at 23% for operations

January 2022

- There were 323 complaints from 22 households.
- There were 312 daytime complaints, 11 nighttime complaints.
- Majority of complaints come from Greenwood Village at 37% followed by Centennial at 19%, Unincorporated Arapahoe County at 14% and Castle Rock at 10%.
- 23 requested a response by email; 7 requested a response by phone.
- The number one household made up 35% of the complaints; outside the top 5 households the other 20% was made.
- Prop aircraft counted for 83% of complaints in January 2022 for aircraft type and departures lead at 40% and follow close behind by arrivals at 35% and training at 25% for operations.

21. Centennial Airport Noise Roundtable Update

Samantha Blymyer

Recommendation: Advisory

Ms. Blymyer presented the following:

January CACNR Meeting:

- Emily Tranter, Executive Director of the National Organization to ensure a Sound-controlled Environment (known as N.O.I.S.E.), gave a presentation describing the funding for aviation included in the American Rescue Plan Act (ARPA) that was approved by Congress.
- The Roundtable discussed 5G Technology and its possible effects on commercial aircraft navigation.
- One member from the public thanked airport staff for placing and picking up the portable noise monitor which had been at his location.
- A draft summary report of the virtual meeting with roundtable members, elected officials, and flight schools facilitated by Jason Schwartz was discussed.
- Mike Fronapfel talked about a development application submitted by the City of Centennial for live/work units on its commercial property that is located very close to the airport.
- It was discussed about having a few people from the roundtable attend the UC Davis Aviation Noise and Emissions Symposium.

February CACNR Meeting:

- A special presentation was made by Kristine Chipman, who runs Aspen Flying Club; she stated that
 - Her instructors are aware of the places to avoid and try to fly at the highest altitude possible; however, they do need to comply with altitude limits of the various classes of air space.
 - Ms. Chipman talked about the southwest and southeast training area.
 - Ms. Chipman said she is in the beginning stages of creating a new southeast practice area for Aspen Flying Club east of Kiowa.
 - Ms. Chipman was invited back for future CACNR Meetings.
- One member from the public attended the virtual meeting. The focus was on noise from the flight schools in the southeast training area. Ms. Chipman and the member from the public had a productive conversation.
- Paul Krier was elected Vice Chair of CACNR; the previous Vice Chair, Melissa Coudeyras left Castle Pines City Council in January.
- All jurisdictions except for Arapahoe County and Castle Rock have paid their 2022 invoices.
- The Fly Quiet Committee has been working toward discussing, developing, and implementing incentives for voluntary use of fly quiet procedures and examining how committees, noise monitoring systems, and hotlines are structured and utilized at other airports like KAPA.
- Mike Fronapfel discussed the possible state legislation pertaining to laser pointers being aimed at pilots.
- CACNR will have two attendees at the UC Davis Aviation and Emissions Symposium: one in person and one virtually.

22. Legislative Report

Mike Fronapfel

Recommendation: Advisory

Mr. Fronapfel advised the Board that point one with the passage of the Infrastructure, Investment, and Jobs Act (IIJA) Centennial Airport will be eligible to receive \$763,000 per year for the next 5 years. He informed that on Wednesday, January 26th Senator Bennet took a brief tour of the airport that included life flight and firefighting helicopters and the Air Methods manufacturing facility. Commissioner Sharpe, Holen were in attendance at the tour and joined Mr. Fronapfel in expressing their appreciation to the Senator for his support of the IIJA and the airport. They discussed areas that the airport anticipates using the IIJA grant funds which include new multi-function snow removal equipment, upgrades to the airport's perimeter fence, and rehabilitation of TWY-D. Mr. Fronapfel informed that the FAA advised that there are also additional funds set aside for air traffic control tower (ATCT) improvements and/or construction. Mr. Fronapfel advised that there has been significant concern in the aviation community over the mobile phone companies deploying their new 5G C-Band Networks. The FAA has expressed concern about the possible adverse effects on aircraft navigation equipment that operate in a similar bandwidth to the new cellular networks; they have approved some aircraft models to conduct low-visibility approaches to 87 airports that are impacted by the 5G C-Band Networks and as of this statement in writing, Centennial Airport has not been identified as being impacted by the deployment of the 5G C-Band Networks. Mr. Fronapfel informed that another recent issue has been people pointing powerful lasers at aircraft cockpits/pilots. Currently he is working with the Colorado Airport Operators Association and Colorado Aviation Business Association to craft some form of legislation to make it a crime at the State level in hopes that this will act as a deterrent and provide local law enforcement another means to charge them with this crime. Several of the Commissioners made comments and asked questions regarding the matter of laser pointers; Mr. Fronapfel replied.

Public Comment

No comment offered.

Nancy Sharpe

Comments from Board or Staff

Mr. Fronapfel informed the Board that at the end of January 2022, Gwen Balk retired from Centennial Airport after 34 years of dedication to the airport as the Director of Administration. He informed that staff hosted a gathering on the 31st of January and then a special lunch the previous Friday. Mr. Fronapfel thanked Ms. Balk for all her dedication and hard work; Chair Sharpe followed by thanking Ms. Balk again as well for her work over the time she served on the airport Board and how she will be dearly missed. Mr. Fronapfel also wished Commissioner Doubek a Happy 94th Birthday and advised that anyone who would like to celebrate could do so following the meeting over at the Perfect Landing.

Nancy Sharpe

Adjournment

The meeting was adjourned at 4:30 PM.

Nancy Sharpe

Execution of Documents

Jay Clark

Approved:

Nancy Sharpe, Chair