

March 12, 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, Control Tower / Administration Complex, 7800 South Peoria St., Englewood, Colorado, located within the County, on March 12, 2020 at 3:00 p.m.

The following members were present:
Commissioner Sharpe, Chair
Commissioner Bagnato
Commissioner Baker
Commissioner Doubek
Commissioner Huffman
Commissioner Sieber

The following members were absent, but excused:
Commissioner Holen
Commissioner Laydon

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

Chair Sharpe called the meeting to order at 2:59 P.M. and recited the Pledge of Allegiance.

Public Comment

No public comment.

Amendments to the Agenda

- Item #11 moved before Item #10

Next Meetings

- March 12, 2020 following Board Meeting – Centennial Airport Foundation Meeting – Wright Brother's Room.
- April 1, 2020 @ 6:30 p.m. – Round Table Meeting – Arapahoe Lima Board Plaza Room
- April 9, 2020 @ 3:00 p.m. – Regular Board Meeting – Wright Brother's Room

CONSENT AGENDA

- 1. Approve Minutes of February 13, 2020** **Gwen Balk**
Recommendation: Motion to approve the minutes of February 13, 2020 and authorize the Chair to sign.
- 2. Wings Over the Rockies Air and Space Museum – Lease Amendments for Parcels 4-1, 4-2, & 4-3** **Gwen Balk**
Recommendation: Motion approve the First Amendment for Parcel 4-1, the Fourth Amendment for Parcel 4-2, and the Second Amendment for Parcel 4-3 to Wings Over the Rockies Air and Space Museum Ground Leases and Agreements and authorize the Chair and Clerk to sign.
- 3. Authorization to Approve Change Orders for Aviation Community and Administration Facility** **Gina Conley**
Recommendation: Motion to allow the Airport Director or Assistant Airport Director to approve change orders on a ratification basis, for the Aviation Community and Administration Facility provided they do not exceed the approved budgeted contingency.
- 4. Letter of Engagement with the law firm of Carriere & Little to assist Counsel with Metroplex** **Robert Olislagers**
Recommendation: Motion to approve letter of Engagement with Carriere & Little and authorize the Chair to sign.
- 5. Amendment Two to the CH2M Hill Inc. Contract (Jacobs)** **Mike Fronapfel**
Recommendation: Motion to approve Amendment No. Two to the CH2M Hill Inc. Contract dated October 12, 2017 and authorize the Chair and Clerk to sign.
- 6. Agreement for Transfer of Entitlement** **Mike Fronapfel**
Recommendation: Motion to approve the Agreement for Transfer of Entitlement and authorize the Chair and Clerk to sign.
- 7. Approval of Consent Agenda** **Nancy Sharpe**
Recommendation: Motion to approve the Consent Agenda and authorize the Chair and Clerk to sign.

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

BUSINESS AGENDA

8. Items Moved from Consent Agenda for Discussion **Nancy Sharpe**
None.

9. AIP-52 Grant Agreement for the Rehabilitation of Taxiway N and the Reconstruction of Runway 17R/35L and Taxiway B lights **Mike Fronapfel**
Recommendation: Motion to conditionally approve the AIP-52 Grant Agreement to Rehabilitate Taxiway N and the Reconstruct Runway 17R/35L and Taxiway B Lights and authorize the Chair and Clerk to sign.

Mr. Fronapfel advised the Board about the AIP-52 Grant project. He stated that the Federal Grant is \$5M and the airport will be matching \$544,000; the total project will be \$5,544,000. The project includes the rehabilitation of Taxiway November, and the inner ramp taxiway that serves everything on the Denver jetCenter leasehold. The project will be done in 6 phases; however, phase 3 may not occur during East Control Tower Road construction and that construction must be completed by the end of Taxiway N work. Mr. Fronapfel stated that the project will include replacing the lighting on Taxiway Bravo and on 17R/35L, the touch and go runway; and will stretch all the way to the vault. Commissioner Bagnato asked based on what phase is being completed how do the people access their aircraft and hangars to get out and about. Mr. Fronapfel responded that a lot of the hangars along the north side will be notified ahead of time when their section will be closed, and they won't have access; the other hangar rows will be able to access and move back and forth by Taxiway Charlie. Commissioner Huffman asked how when the area where Key Lime Air and VF Corp is closed off will they be able to access Taxiway November and how long each phase is. Mr. Fronapfel replied that when Phase 3 (the area Key Lime and VF are located) is closed the other parts including access to Taxiway N will be open; he also stated that phase 1 & 2 are 12 days long and the remaining phases are 7 days. Commissioner Bagnato asked if the Board can get a hard copy of the project map and if the FBO's have been contacted. Mr. Fronapfel replied that the map could be provided and as the project gets closer the FBO's are aware its coming and the Authority will be in contact with everyone involved. Commissioner Doubek asked about when the approximate time frame this would be taking place is; Mr. Fronapfel stated late May. Commissioner Bagnato made a motion to approve the AIP-52 Grant project and authorize the Chair and Clerk to sign; motion was seconded by Commissioner Doubek; and it passed unanimously.

10. Award of Contract to Sturgeon Electric for the electrical improvements on RY 17R/35L and Taxiway B Lights **Mike Fronapfel**
Recommendation: Motion to Award the Contract for electrical improvements on Runway 17R/35L and Taxiway B Lights to Sturgeon Electric in the amount of \$850,995.00 and authorize the Chair and Clerk to sign the Contract, Notice of Award, and Notice to Proceed.

Mr. Fronapfel advised the Board that the contract for Sturgeon Electric is to finish switching over this last area of the airfield to LED lights which are to be much more energy efficient. He stated that after doing some calculations, over the last couple years with the addition of Taxiway Delta and an extension of Taxiway Charlie, the airport is using 36,000 less kilowatt hours per year in electrical usage. Gradually, all the lights on the airfield have been switched to LED and this is the last area; by doing this the e will be using even less kilowatts per year. With no questions, Commissioner Baker made a motion to award the electrical contract to Sturgeon Electric in the amount of \$850,995.00 and authorize Chair and Clerk to sign; the motion was seconded by Commissioner Doubek; and it passed unanimously.

11. Award of Contract to Asphalt Specialties Inc. for the rehabilitation of Taxiway N **Mike Fronapfel**
Recommendation: Motion to Award the Contract for the rehabilitation of Taxiway N to Asphalt Specialties Inc. in the amount of \$4,545,942.50 and authorize the Chair and Clerk to sign the Contract, Notice of Award, and Notice to Proceed.

Mr. Fronapfel advised the Board that the AIP-52 is split between two contractors, one for the asphalt on Taxiway November and the electric work for Taxiway Bravo and Runway 17R/35L. The contract for the asphalt is to be rewarded to Asphalt Specialties Inc for just a little over \$4.5M which includes both Federal and non-federal work. With no questions from the Board, Commissioner Bagnato made a motion to Award the Contract to Asphalt Specialties Inc. for the rehabilitation to Taxiway N and authorize the Chair and Clerk to sign; the motion was seconded by Commissioner Baker and passed unanimously.

12. Schedule Public Hearing to Amend the Minimum Standards to Increase the Fuel Flowage Fee on Jet Fuel to Allow for Operational Changes to the Snow and Ice Control Program at Centennial Airport. **Robert Olislagers**

Recommendation: Motion to approve setting April 9, 2020 for a Public Hearing to Amend the Minimum Standards to Increase the Fuel Flowage Fee on Jet Fuel to Allow for Operational Changes to the Snow and Ice Control Program at Centennial Airport and direct staff to publish notice.

Mr. Olislagers advised the Board that the Authority at their approval would like to amend the Minimum Standards temporarily by increasing the fuel flowage fee. He stated that this is not the first time the Authority has come to the Board about temporarily changing the fuel fee for a true necessity on the airport that would make operations more beneficial. He also noted that our airport is the most decorated when it comes to snow and ice removal. Mr. Olislagers stated that this problem was brought to his attention by the corporate pilots and Mr. Huffman, and after meeting with them, the decision was made to look at getting multifunctional equipment to help make sure that slush is not left behind that can slow down aircraft on take-off, and can get caught up in the wheel wells and freeze at high altitudes. He also stated that VF Corp. just added 5 large cabin aircraft that travel across the country and to other parts of the world that can't afford problems like this. One plow-broom combination unit came in with an estimate from Oshkosh at \$980,00.00. Increasing the jet fuel flowage fee is the most prudent action as other revenues are not keeping pace with the cost of doing business. Mr. Olislagers advised that staff present a full cost analysis at the April 9 Public Hearing. Commissioner Bagnato and Commissioner Baker asked questions. Chair Sharpe asked if staff would also provide a breakdown of the sequence of events of how this is going to take place with purchasing the equipment and then where they will be stored along with expected revenue over time. Mr. Olislagers replied that there will be a breakdown presented at the Public Hearing. Commissioner Bagnato made a motion to approve setting the April 9, 2020 for a Public Hearing to amend the Minimum Standards; Commissioner Doubek seconded the motion and it passed unanimously.

REPORTS

13. December 2019 Financial Reports

Roxanna Hahn

Recommendation: Advisory

Ms. Hahn presented the December 2019 financial reports. Commissioner Huffman asked questions regarding the wildlife fencing to which Mr. Fronapfel and Mr. Olislagers replied. Chair Sharpe requested that Ms. Hahn provide monthly updates on the construction costs and soft costs related to the Aviation Community & Administration Building.

14. Fuel and Operations Report for February 2020

Jeremy Gunn

Recommendation: Advisory

Mr. Gunn presented the following:

- 2020 YTD Operations: Up 10.5% from 2019 at 52,648
- Monthly Operations February: Up 1.7% from 2019 at 22,708
- 2020 YTD Fuel Totals: Up 2.5% from 2019 at 2,358,357
- Monthly Fuel Totals February: Up 1% from 2019 at 1,130,631
- Monthly AvGas Sales February: Up 12.3% from 2019 at 41,809
- Monthly Jet Fuel Sales February: Up .7% from 2019 at 1,088,822
- Monthly Market Share for fuel sales for February: DjC: 40.8%; TAC Air: 28.2%; Signature: 23.9%; Modern: 7%; Heliplex: .2%

Commissioner Bagnato asked about the travel industry taking a hard hit during this pandemic and how it will affect the airport. Mr. Olislagers stated that after 9-11 there was a decrease in operations, followed by a quick increase before leveling off. This feels more like post September 2008. Changes may also be impacted by the oil production dispute between Russia and Saudi Arabia. We have previously done calculations taking a 30% hit but not for a long period of time. Commissioner Huffman also stated that there is an increase of private charters being in high demand and that his company is looking up to pick up slack. Mr. Olislagers stated that lots of meetings are being cancelled as well as events and that after meeting with the Air Marshall's today, they are under strict orders not to report to meetings unless they absolutely have to and to attend meetings only by driving, even if it means across country.

15. Noise Report for February 2020

Mike Fronapfel

Recommendation: Advisory

Mr. Fronapfel presented statistics on the February noise complaints; she stated the following:

- For February 2020 there were 191 complaints from 23 households.
- Of the 191 complaints only 4 requested a response by email, 0 by phone.
- Unincorporated Douglas County led the complaints by 36%; followed by Centennial at 23%, Unincorporated Arapahoe County with 14%, and Aurora with 12%.
- 166 complaints came from the daytime operations while only 25 came from nighttime operations.
- Props led complaints by aircraft type with 59%, and departures led operations type at 46%.

- 2019 YTD complaints are 428 from 31 households.
- The number one household resides in Unincorporated Douglas County with 153 complaints

Mr. Fronapfel advised the Board that Rachel will be taking over Dylan Heberlein's position as he has accepted the position of Director of Operations at Grand Junction airport. Rachel has been training under Dylan for the last year so they thought she would be a great fit and so at the next meeting they will introduce her. Chair Sharpe asked a question regarding Metroplex and how there have already been complaints about the new Metroplex path even though nothing has been implemented yet. Mr. Olislagers replied what is going on and said they would be discussed at the meeting with the FAA the next morning with pictures. Commissioner Huffman asked a question about having the pilot join him for the meeting with Senator Gardner. Mr. Olislagers and Ms. Bruetsch both replied that the meeting was strictly by invitation only.

16. Centennial Airport Community Noise Roundtable Update

Amy Holland (Town of Parker)

Recommendation: Advisory

Ms. Holland presented the report for the noise roundtable.

- The Community Outreach Community: Website Update; the outreach committee has received valuable recommendations from Roundtable members in relation to the website upgrade.
- Several CACNR representatives attended the UC Davis Symposium in San Diego, CA from March 1-3, 2020 and will provide a report at the April 1, 2020 meeting.
- The NextGen Advisory Committee will be held near Washington D.C. in McLean, VA April 17, 2020. CACNR Chairman Brad Pierce will be attending the meeting.
- The N.O.I.S.E. meeting will be held in Washington D.C. in conjunction with the National League of Cities Congressional City Conference. Members from the CACNR, including Chair Brad Pierce, are planning on attending and will submit a formal report upon their return.
- The Roundtable re-elected the current CACNR Officers: **Chair:** Brad Pierce (City of Aurora), **Vice Chair:** Melissa Coudeyras (City of Castle Pines), **Treasurer:** Tom Dougherty (Greenwood Village), & **Secretary:** Alison Biggs (Douglas County).

17. Legislative Report

Robert Olislagers

Recommendation: Advisory

Mr. Olislagers advised that the Coronavirus Disease – COVID-19 is the dominant topic for airports and airlines, and that they are looking to tap into federal funding support from Congress, especially considering the new restrictions. CBP requires international clearances by some foreign operators to use Ports of Entry other than APA.

He also stated that State PFAS Legislation is making its way through the committee process but so far only Part 139 Certified Airports will be exempt. Separately, there are some efforts being made by citizen-activists to curtail operations at airports; however, to date no bills have been introduced. Mr. Olislagers gave an update on Metroplex. He stated that the FAA met with local elected officials, and that FAA Administrator Dickson will meet with Sen. Gardner tomorrow March 13; however, Mr. Olislagers also asked for a separate meeting with Sen. Gardner on the issue next week. The petition for review will be filed by March 20th with the DC Court of Appeals.

Public Comment

Nancy Sharpe

Mr. Larry Ulrich of Denver jetCenter commended Robert with how proactive he has been with listening to the tenants on the airfield regarding the different issues happening at the airport. He asked that the increase in jet fuel only be temporary because it is critical that slush doesn't damage the planes or become a safety issue. He stated that the \$1.7M should sunset in a two-year time span and that we stay competitive with other airports in Colorado.

Comments from Board or Staff

Commissioner Sieber asked what the status was regarding the lease between the Authority and Centennial Air Plaza (Arapahoe Airport Joint Venture #1). Mr. Olislagers reiterated that while the tenant pays on time, they are not in good standing with the Authority for various reasons and do not meet any of the criteria in order to be considered for an extension by the Authority. He stated that once their lease is up, the Authority will be taking back the leasehold and work with the tenants directly. No decisions have been made with respect to issuing an RFP or seeking a management contract, which ultimately will be reviewed by the board.

Adjournment

Nancy Sharpe

The meeting was adjourned at 4:28 P.M.

Execution of Documents

Luke Skafren

Approved:

Nancy Sharpe, Chair

PRELIMINARY WEB DOCUMENT