

August 13, 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 August 13, 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

The following members were absent, but excused:  
Commissioner Sieber, 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, 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 3:01 PM and recited the Pledge of Allegiance.

**Public Comment**

No Comment

**Amendments to the Agenda**

None.

**Next Meetings**

- September 2, 2020 @ 6:30 p.m. – Noise Roundtable Meeting – Virtual
- September 10, 2020 @ 3:00 p.m. – Regular Board Meeting – Wright Brother's Room.

**CONSENT AGENDA**

- 1. Approve Minutes of June 18, 2020** **Gwen Balk**  
*Recommendation:* Motion to approve the minutes of June 18, 2020 and authorize the Chair to sign.
- 2. Bird's Nest, LLC – Consent to Assignment of Gold Hangar 8 Sublease** **Gwen Balk**  
*Recommendation:* Motion to approve the Consent to the Assignment of Sublease and authorize the Chair and Clerk to sign.
- 3. Appoint Budget Officer for 2021 Budget** **Roxana Hahn**  
*Recommendation:* Motion to appoint Roxana Hahn as Budget Officer for the 2021 Budget.
- 4. Ratification of Second Quarter 2020 Expenditures** **Roxana Hahn**  
*Recommendation:* Motion to ratify Second Quarter 2020 Expenditures in the amount of \$4,852,026.80.
- 5. Ratification of Award of Contract to Pear Workplace Solutions (Pear) for the purchase and installation of new office furniture in the new administration building currently under construction** **Gina Conley**  
*Recommendation:* Motion to ratify the Award of Contract to Pear Workplace Solutions in the amount of \$288,519.38.
- 6. Approval of Consent Agenda** **Nancy Sharpe**  
*Recommendation:* Approval of the Consent Agenda

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

**BUSINESS AGENDA**

- 7. Items Moved to the Business Agenda** **Nancy Sharpe**

None.

**8. State of Airport – COVID 19 Update**

**Robert Olislagers**

*Recommendation:* Information Only.

Mr. Olislagers advised the Board that in June, the airport saw a 26% decline in operations due to a runway closure, while July traffic increased by 5%. He also advised that annual operations at the airport are down by 11% and that fuel sales, lag as do concessions which include restaurant, rental car, customs, and golf revenues. Mr. Olislagers informed that 2020 budget adjustments are being made as shown in the financial report and that 2021 budget preparations have started. While it is too early to make any real projections, the airport will likely see a minimum of 10+% decline in the overall revenues. He did advise too that the hotel will be going to trial in Federal Bankruptcy Court August 17-18, and counsel is still waiting for a briefing schedule from the DC Court of Appeals regarding Metroplex.

**9. Establish Jurisdiction to Proceed with Public Hearing**

**Kim Bruetsch**

*Recommendation:* Advisory

Ms. Balk informed the Board that Ms. Bruetsch was not available at this point in the agenda; then established that that Notice of Public Hearing was timely published in *The Villager* and *Douglas County News-Press* on 7/30/2020 and that the Board could proceed with the public hearing.

**10. Public Hearing on Application from AOG Avionics to conduct Mobile Aircraft Maintenance, specifically Avionics Repair**

**Luke Skaflen**

*Recommendation:* Motion to continue the public hearing on the application from AOG Avionics to the September 10, 2020 during the Board's scheduled 3:00 P.M. meeting.

In Mr. Skaflen's absence, Ms. Balk advised the Board that due to AOG Avionics not getting all the required paperwork in on time, the staff recommended a motion to continue the Public Hearing on their application to the September 10<sup>th</sup> Board Meeting. Commissioner Holen made a motion to continue the public hearing to the September 10<sup>th</sup> Board meeting. Commissioner Bagnato seconded the motion and the motion passed unanimously.

**REPORTS**

**11. June Financial Reports**

**Roxana Hahn**

*Recommendation:* Advisory

Ms. Hahn presented the June Financial reports. Chair Sharpe and Commissioners Bagnato, Holen, and Huffman asked questions and made some comments regarding the budget and about the new administration building. Ms. Hahn, Mr. Fronapfel, and Mr. Olislagers replied.

**12. Fuel and Operations Report for June & July 2020**

**Lauren Wiarda**

*Recommendation:* Advisory

Mrs. Wiarda stated the following:

- 2020 YTD Operations: Down 14.2% from 2019 at 146, 395
- Monthly Operations June: Down 25.9% from 2019 at 25,242
- 2020 YTD Fuel Totals: Down 18% from 2019 at 5,227,703
- Monthly AvGas Sales June: Up 2.3% from 2019 at 63,032
- Monthly Jet Fuel Sales June: Down 19.1% from 2019 at 906,835
- Monthly Market Share for fuel sales for June: DJC: 32.5%; TAC Air: 34.4%; Signature: 24.9%; Modern Aviation: 8%; Heliplex: .3%
- 2020 YTD Operations for July: Down 11.1% from 2019 at 180,431
- Monthly Operations July: Up 5.2% from 2019 at 34,036
- 2020 YTD Fuel Totals for July: Down 22.1% from 2019 at 6,391,014
- Monthly Fuel Totals July: Down 4% from 2019 1,160,188
- Monthly AvGas Sales July: Down 8.2% from 2019 at 65,055
- Monthly Jet Fuel Sales July: Down 4% from 2019 at 1,095,133

- Monthly Market Share for fuel sales July: DJC: 36.9%; TAC Air: 33.3%; Signature: 22.5%; Modern Aviation: 7.1%; Heliplax: .01%

Commissioner Doubek stated that fuel sales are not as bad as they thought it could be. Mr. Olislagers replied that while fuel sales are still down by 11%, things could be worse and currently we are ok. He also replied that with the flight schools coming back, operations are starting to increase again. Commissioner Huffman asked if the percentages are by gallon or dollar value and how does that money come back to the airport. Mr. Olislagers replied that the percentages are by gallons and the airport is paid by a percentage of the total gallons sold.

### 13. Second Quarter Land Use Referrals

Rachel Keller

*Recommendation:* Advisory

Ms. Keller reported the following for second quarter land use referrals:

- A total of 18 referrals were received during April 2020 through June 2020
- 4 of those were approved as submitted
- 14 were subject to comments
- There were no referrals that were not recommended

### 14. Noise Update

Rachel Keller

*Recommendation:* Advisory

Ms. Keller presented statistics on the June and July 2020 noise complaints. She stated the following:

#### June 2020:

- There were 809 complaints from 81 households.
- Year-to-Date there are 4,455 complaints from 200 households.
- With the top household removed, there were 621 complaints for the month of June.
- There were 728 daytime complaints; 81 nighttime complaints
- 42 requested a response by email; 43 requested a response by phone
- Majority of the complaints come from Centennial 26% followed by Unincorporated Arapahoe County at 24% and Greenwood Village close behind at 23% and Unincorporated Douglas County at 15%
- The Top 5 households comprise 78% of year-to-date complaints.; with the top 1 household comprising 31% with 1,389 complaints
- With the top household removed, there were 3,066 year-to-date complaints
- Departures led complaints with 49% by operation type and prop aircraft led complaints at 55%.
- Staff provided a 2018 Census population information for the surrounding cities and counties affected by aircraft noise

#### July 2020:

- There were 895 complaints from 102 households.
- Year-to-Date there are 5350 complaints from 252 households
- With the top household removed, there were 687 complaints for the month of July
- There were 807 daytime complaints; 88 nighttime complaints
- 46 requested a response by email; 79 requested a response by phone.
- Majority of the complaints come from Unincorporated Douglas County at 29% followed by Unincorporated Arapahoe County close behind at 26% and Centennial at 21%
- The Top 5 households comprise 75% of year-to-date complaints.; with the top 1 household comprising 29% with 1,552 complaints
- With the top household removed, there were 3,798 year-to-date complaints
- Training led complaints with 42% by operation type and prop aircraft led complaints at 67%
- Staff provided a 2018 Census population information for the surrounding cities and counties affected by aircraft noise

Chair Sharpe and Commissioner Laydon asked questions regarding flight school operations and training. Ms. Keller responded that during April and May things were quieter; however, with the summertime and more people starting to get back out, flight schools have reopened allowing for an increase in operations to pick back up. She also advised in response to Commissioner Laydon's question about what future operations might look like that right now our corporate traffic is still down, so it is hard to predict what the future looks like given the current economy. Ms. Keller also advised that while flight training seems to be taking place more in the

morning and evening hours, pilots are required to complete a certain number of takeoffs and landings during the night hours so it's a double edge sword due to those regulations. Mr. Olislagers advised that recently testing had been done over the Castle Pines area and that findings show that PBN procedures are sending aircraft over the same flight path time and time again. He has reached out and spoken to the Douglas County commissioners regarding the concern about this matter and making them aware of what is going on. He also advised that flight traffic at Denver International is still down by 27%. Chair Sharpe and Commissioner Laydon followed up stating that they do have concerns about what is going on with Metroplex, but right now the unknown is remaining unknown. Commissioner Huffman made a comment about an article published by Channel 7 news about the increased aircraft noise traffic happening over Westminster and then asked Commissioner Laydon if there is anything that can possibly be done to help the increased noise complaints coming out of Douglas County; Commissioner Laydon replied he would look into it and how the concerns are keeping Douglas County in the law suit with Metroplex.

**15. Centennial Airport Noise Roundtable Update**

**Alison Biggs**

*Recommendation: Advisory*

Ms. Biggs advised the Board that the next Roundtable meeting for September would probably be virtual and not in person. She also stated that CACNR has returned ACPAA's \$10K contribution due to coronavirus and that while noise complaints have not increased significantly, the number of households complaining did. Commissioner Huffman asked if the \$10K had been returned to the airport yet, Mr. Olislagers replied that yes it did. Commissioner Laydon echoed his gratitude along with the rest of the commissioners about the money being returned and then went on to ask about if they have noticed any type of consistency with noise complaints happening not in the daytime hours. Ms. Biggs replied that they see the same numbers that the Board and public see, but that frustration with noise has increased especially from Gilpin County. Commissioner Laydon asked if there is a possibility of an increase of complaints due to more people being home now so it's become more noticeable. Chair Sharpe also made a comment about finding a way to help everyone's frustrations about noise. Ms. Biggs responded that the system for noise complaints has gotten on overload and that they have investigated some possible solutions but have not found any that are FAA approved.

**16. Legislative Report**

**Robert Olislagers**

*Recommendation: Advisory*

Mr. Olislagers informed the Board that the House and Senate remain deadlocked over a 2<sup>nd</sup> relief package with the House pushing for a \$3T proposal while the Senate is supporting \$1T. The latter includes \$10B for AIP with a 100% match, including \$500M for small hub and GA airports. APA may see \$157K, the equivalent of 1-week operating capital. He also stated that with the November election firming up, it is not at all certain that a 2<sup>nd</sup> relief package will become a reality, nor will the President's Executive Orders for unemployment, eviction relief, or suspension of the payroll tax will likely see the light of day.

**Public Comment**

No public comment.

**Comments from Board or Staff**

**Nancy Sharpe**

**Adjournment**

The meeting was adjourned at 4:00 PM.

**Nancy Sharpe**

**Execution of Documents**

**Gwen Balk**

**Approved:**

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Nancy N. Sharpe, Chair