

AGENDA

Arapahoe County Public Airport Authority
Board of Commissioners Meeting
Wright Brothers Room, Centennial Airport
7800 S. Peoria Street Englewood, CO

Except where noted, all scheduled items will be heard in the Wright Brothers Room at above noted address.

April 14, 2011

- | | |
|-----------------------------------|--------------------------|
| ✓ Call to Order | Susan Beckman |
| ✓ Pledge of Allegiance | Susan Beckman |
| ✓ Public Comment | Susan Beckman |
| ✓ Amendments to the Agenda | Robert Olislagers |
| ✓ Next Meetings | Susan Beckman |

- Next regular Board Meeting, May 12, 2011 at 3:30 p.m., Wright Brothers Room.
- Roundtable Meeting, May 4, 2011 at 7:00 p.m., Ramada Hotel and Suites.

Consent Agenda – Items 1 – 9

The following consent items are expected to be routine and non-controversial and will be acted upon by the Board at one time under Item 10 unless the Board directs that an item be held for further discussion under Items Moved Item 11. Persons wishing to address consent items or have them held for further discussion, continued, or taken off the calendar should address the Board under Amendments to the Agenda (above).

- | | |
|---|---------------------|
| 1. Approve Minutes of March 10, 2011 | Gwen Balk |
| 2. Land Acquisition 3.02 Acres – Amendments to Purchase Agreement | Brian Magoon |
| 3. Willowbrook Park Leasing, LLC – Consent to Sublease on Parcel 63-2 | Gwen Balk |
| 4. Two Delta Bravo, LLC – Consent to Sublease on Parcel 63-3 | Gwen Balk |
| 5. International Jet Aviation Services, Inc. (“I-Jet”)-Reapplication Under Minimum Standards | Scott Storie |
| 6. Precision Aircraft & Engine Service, Inc. – First Amendments to 2 separate Agreements
Under Standards | Scott Storie |
| 7. Consent to Hangar Lease between JVB Aviation, LLC and TimBer, LLC | Scott Storie |
| 8. Ratification of First Quarter 2011 Expenditures | Roxana Hahn |
| 9. January 2011 Financial Reports | Roxana Hahn |

Business Items – Items 10 – 14

- | | |
|--|--------------------------|
| 10. Approval of Consent Agenda | Susan Beckman |
| 11. Items Moved from Business Agenda | Susan Beckman |
| 12. Fuel and Operations Report for March | Sean Settle |
| 13. Noise Report/Roundtable Update | Todd Green |
| 14. Legislative Report | Robert Olislagers |
| ✓ Public Comment | Susan Beckman |
| ✓ Comments from Board or Staff | Susan Beckman |
| ✓ Execution of Documents | Gwen Balk |

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

April 14, 2011

FROM: Gwen C. Balk, Director - Administration

SUBJECT: Approve Minutes of March 10, 2011

RECOMMENDATION: Motion to approve the minutes of March 10, 2011 and authorize the Chairman to sign.

BACKGROUND: See attached copy of minutes for your review.

FINANCIAL DATA: NA

REVIEW BY OTHERS: Robert Olislagers, Courtney Fry

PRESENTERS: Gwen Balk

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	§	§	§	§	§
Bockenfeld	§	§	§	§	§
Doubek	§	§	§	§	§
Neukirch	§	§	§	§	§
Sharpe	§	§	§	§	§

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

April 14, 2011

FROM: Gwen C. Balk, Director - Administration

SUBJECT: Land Acquisition 3.02 Acres – Amendments to Purchase Agreement

RECOMMENDATION: Motion to ratify Executive Director's execution of the First, Second and Third Amendments to the 2/10/11 Purchase Agreement.

BACKGROUND: Since the Authority approved and entered the Purchase Agreement with Greenwood Plaza Partners on 2/10/2011 for the purchase of 3.02 acres, the parties have found it necessary to amend and extend certain deadlines related to the feasibility period to meet certain conditions and the closing date - - three times so far.

Each of the attached amendments, extended those dates. The Third Amendment extends the feasibility period to 4/11/2011 and the closing date to 4/19/2011.

At the February Board meeting, Brian Magoon was authorized to represent the Authority at the closing.

FINANCIAL DATA: NA

REVIEW BY OTHERS: Brian Magoon, Robert Olislagers

PRESENTERS: Brian Magoon

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	☺	☺	☺	☺	☺
Bockenfeld	☺	☺	☺	☺	☺
Doubek	☺	☺	☺	☺	☺
Neukirch	☺	☺	☺	☺	☺
Sharpe	☺	☺	☺	☺	☺

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

April 14, 2011

FROM: Gwen C. Balk, Deputy Director – Administration

SUBJECT: Willowbrook Park Leasing, LLC – Consent to Sublease on Parcel 63-2

RECOMMENDATION: Motion to approve the Consent to Sublease on Parcel 63-2 and authorize Chair and Clerk to sign.

BACKGROUND: Willowbrook Park Leasing, LLC as Sublessor has requested the Authority's consent to a short-term sublease of a portion of the hangar on Parcel 63-2 to Sierra Nevada Corporation ("Sublessee") for a period that ends 7/31/2011.

The consent and sublease are attached for your review.

FINANCIAL DATA: N/A

REVIEW BY OTHERS: Scott Storie

PRESENTERS: Gwen Balk

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	§	§	§	§	§
Bockenfeld	§	§	§	§	§
Doubek	§	§	§	§	§
Neukirch	§	§	§	§	§
Sharpe	§	§	§	§	§

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

April 14, 2011

FROM: Gwen C. Balk, Deputy Director – Administration

SUBJECT: Two Delta Bravo, LLC – Consent to Sublease on Parcel 63-3

RECOMMENDATION: Motion to approve the Consent to Sublease on Parcel 63-3 and authorize Chair and Clerk to sign.

BACKGROUND: Two Delta Bravo, LLC as landlord has requested the Authority's consent to a short-term sublease of a portion of office space on Parcel 63-3 to Shook & Associates ("Tenant") on a month-to-month basis and ending upon 30-day notice of Tenant.

The consent and sublease are attached for your review.

FINANCIAL DATA: N/A

REVIEW BY OTHERS: Scott Storie

PRESENTERS: Gwen Balk

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	§	§	§	§	§
Bockenfeld	§	§	§	§	§
Doubek	§	§	§	§	§
Neukirch	§	§	§	§	§
Sharpe	§	§	§	§	§

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

April 14, 2011

FROM: Scott Storie, Aviation Specialist– Administration

SUBJECT: International Jet Aviation Services, Inc. ("I-Jet") - Reapplication Under Minimum Standards

RECOMMENDATION: Motion to approve the reapplication from International Jet Aviation Services, Inc. and authorize Chairman and Clerk to sign the associated 10-year Agreement Under Standards.

BACKGROUND: I-Jet has operated its Air Charter & Cargo business at Centennial Airport since 1981 and its sales and maintenance business since 1995. The current operating authority of I-Jet's Charter & Cargo business will expire on 04/12/2011. Applicant submitted a reapplication on March 11th, under the airport's Minimum Standards to continue its authorization to conduct Air Charter & Air Cargo as defined under Part 3 Sections (5) & (6) of said Minimum Standards.

H. William Wallace Milam and Lynn Krogh will remain the owners with the addition of Brian Smith. Key personnel include Rod Champney as Chief Pilot, Gary Anderson as Assistant Chief Pilot, and John Grinton as Director of Maintenance. They currently employ a staff of 68 and the activities provided include On-demand FAR Part 135 charter and cargo. They currently provide 2 dedicated aircraft in an air ambulance configuration.

Since the last reapplication, Applicant has continued to conduct its business through its premises at 12810 and 12830 East Control Tower Rd. from its affiliates 50A-3 A Colorado General Partnership and 50A-4 A Colorado General Partnership. Also since the last reapplication Applicant has expanded its premises to include a leasehold at 8511 Aviator Way through the Denver jet Center.

Applicant provides its services 24 hours per day, 7 days per week, 365 days per year.

Insurance coverage for aircraft liability, premises, hangarkeepers, and products & completed operations meet or exceed the minimum requirements and coverage renews each April 1st.

This reapplication is satisfactory and meets all requirements of the Standards. As there are no changes in the scope of service, a Public Hearing is not required. A copy of the draft agreement which provides operating authorization is attached for your review.

FINANCIAL DATA: Aircraft Fees for 2011 in the amount of \$4,500

REVIEW BY OTHERS: Gwen Balk, Brian Magoon

PRESENTERS: Scott Storie

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	☒	☒	☒	☒	☒
Bockenfeld	☒	☒	☒	☒	☒
Doubek	☒	☒	☒	☒	☒
Neukirch	☒	☒	☒	☒	☒
Sharpe	☒	☒	☒	☒	☒

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

April 14, 2011

FROM: Scott Storie, Aviation Specialist - Administration

SUBJECT: Precision Aircraft & Engine Services, Inc. - First Amendments to 2 separate Agreement Under Standards.

RECOMMENDATION: Motion to approve both First Amendments to Agreement Under Standards ("AUS") and authorize Chairman and Clerk to sign.

BACKGROUND: Precision Aircraft & Engine Services, Inc. ("Licensee") has relocated its Aircraft Maintenance and Sales operations from 13252 East Control Tower Rd. to 7625 South Peoria Street on the Denver jetCenter Leasehold.

This move requires a First Amendment to 2 separate AUS's between Licensee and Authority. The first AUS dated August 8, 2002 authorizes the Licensee to perform Aircraft Sales and the other AUS dated December 11, 2007 authorizes Licensee to perform Aircraft Maintenance.

The new office space/hangar is sufficient to accommodate Licensee's current operations at Centennial Airport; therefore, we recommend approval of both documents attached hereto.

FINANCIAL DATA: Not Applicable

REVIEW BY OTHERS: Gwen Balk, Brian Magoon

PRESENTERS: Scott Storie

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	☑	☑	☑	☑	☑
Bockenfeld	☑	☑	☑	☑	☑
Doubek	☑	☑	☑	☑	☑
Neukirch	☑	☑	☑	☑	☑
Sharpe	☑	☑	☑	☑	☑

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

April 14, 2011

FROM: Scott Storie, Aviation Specialist – Administration

SUBJECT: Consent to Hangar Lease between JVB Aviation, LLC and TimBer, LLC

RECOMMENDATION: Motion to approve the Consent to Hangar Lease and authorize Chair and Clerk to sign.

BACKGROUND: JVB Aviation, LLC (“JVB”), a subtenant of TAC Air, has requested the Authority’s consent to the sublease of a portion of its hangar facility to TimBer, LLC. The term of this sublease is three years.

The identified use is private corporate use only and not for any commercial aeronautical purposes.

JVB has submitted a copy of the form of sublease it intends to use, the Lease of Space in Hangar Facility (“Hangar Lease”), attached as Exhibit 1 to the Consent to Sublease.

Staff prepared a standard consent form that reiterates that the Hangar Lease is subject and subordinate to the FBO lease with TAC Air. It also states that the Authority’s consent will be null and void if Authority does not receive a copy of the fully executed copy of the Hangar Lease by May 12, 2011.

FINANCIAL DATA: Not applicable.

REVIEW BY OTHERS: Gwen Balk, Brian Magoon.

PRESENTERS: Scott Storie

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	☑	☑	☑	☑	☑
Bockenfeld	☑	☑	☑	☑	☑
Doubek	☑	☑	☑	☑	☑
Neukirch	☑	☑	☑	☑	☑
Sharpe	☑	☑	☑	☑	☑

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

APRIL 14, 2011

FROM: Roxana L. Hahn, Chief Financial Officer

SUBJECT: Ratification of First Quarter 2011 Expenditures

RECOMMENDATION: Motion to ratify First Quarter 2011 Expenditures in the amount of \$771,878.99.

BACKGROUND: See attached

FINANCIAL DATA: See attached

REVIEW BY OTHERS: Executive Director, Assistant Airport Director, Director of Administration, Chairman Beckman, Commissioner Doubek, and Commissioner Neukirch

PRESENTERS: Roxana Hahn

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABS
Beckman	§	§	§	§	§
Bockenfeld	§	§	§	§	§
Doubek	§	§	§	§	§
Neukirch	§	§	§	§	§
Sharpe	§	§	§	§	§

**REPORT/RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION
APRIL 14, 2011**

FROM: Roxana L. Hahn, Chief Financial Officer
SUBJECT: January 2011 Financial Reports
RECOMMENDATION: Advisory
BACKGROUND: Financial reports provide information to the Board about the financial condition of the Authority including results of operations compared to projections.
FINANCIAL DATA: Financial Reports will be delivered under separate cover prior to the board meeting.
REVIEW BY OTHERS: Executive Director, Assistant Airport Director, and Department Directors
PRESENTER (S): Roxana Hahn and Robert Olislagers

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABS
Beckman	§	§	§	§	§
Bockenfeld	§	§	§	§	§
Doubek	§	§	§	§	§
Neukirch	§	§	§	§	§
Sharpe	§	§	§	§	§

Approval of Consent Agenda

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	§	§	§	§	§
Bockenfeld	§	§	§	§	§
Doubek	§	§	§	§	§
Neukirch	§	§	§	§	§
Sharpe	§	§	§	§	§

Items Moved from Business Agenda

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	§	§	§	§	§
Bockenfeld	§	§	§	§	§
Doubek	§	§	§	§	§
Neukirch	§	§	§	§	§
Sharpe	§	§	§	§	§

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

April 14, 2011

FROM: Operations

SUBJECT: Fuel and Operations Report for March

RECOMMENDATION: Advisory

BACKGROUND: Figures will be provided the day of the meeting.

FINANCIAL DATA: NA

REVIEW BY OTHERS: NA

PRESENTERS: Sean Settle

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABS
Beckman	☒	☒	☒	☒	☒
Bockenfeld	☒	☒	☒	☒	☒
Doubek	☒	☒	☒	☒	☒
Neukirch	☒	☒	☒	☒	☒
Sharpe	☒	☒	☒	☒	☒

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

April 14, 2011

FROM: Todd Green, Noise & Environmental Specialist

SUBJECT: Noise Report/Roundtable Update

RECOMMENDATION: Advisory

BACKGROUND: Noise charts and graphs will be provided at the meeting. The approved minutes from the March 2nd Roundtable meeting have been included.

FINANCIAL DATA: N/A

REVIEW BY OTHERS: M. Fronapfel

PRESENTERS: Todd Green

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	§	§	§	§	§
Bockenfeld	§	§	§	§	§
Doubek	§	§	§	§	§
Neukirch	§	§	§	§	§
Sharpe	§	§	§	§	§

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

April 14, 2011

FROM: Robert P. Olislagers, Executive Director

SUBJECT: Legislative Update

RECOMMENDATION: Advisory Only

BACKGROUND: While the Federal Government continued to struggle with the current federal budget and a shutdown appeared imminent [as of this writing], the Senate appointed conferees to the multi-year FAA reauthorization bill. In a procedural move the Senate also passed the House version of the bill (H.R. 658) after striking the language in the legislation and inserting the text of its own bill (S. 223).

The current short-term FAA extension, which Congress passed last week, expires on May 31. House and Senate lawmakers will have the next two months to try to iron out their differences and pass a multi-year bill.

Senate Conferees

Sen. John D. Rockefeller, IV (D-WV)
Sen. Barbara Boxer (D-CA)
Sen. Bill Nelson (D-FL)
Sen. Maria Cantwell (D-WA)
Sen. Max Baucus (D-MT)
Sen. Kay Bailey Hutchison (R-TX)
Sen. John Ensign (R-NV)
Sen. Jim DeMint (R-SC)
Sen. Orrin Hatch (R-UT)

FINANCIAL DATA: N/A

REVIEW BY OTHERS: N/A

PRESENTERS: Robert Olislagers

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABS
Bockenfeld	§	§	§	§	§
Doubek	§	§	§	§	§
Sharpe	§	§	§	§	§
Neukirch	§	§	§	§	§
Beckman	§	§	§	§	§