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November 10, 2011

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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 November 10, 2011 at 3:30 p.m.

The following members were present:  
Commissioner Beckman, Chair  
Commissioner Bockenfeld  
Commissioner Doubek  
Commissioner Neukirch  
Commissioner Wells

The following members were absent, but excused:  
Commissioner Hilbert  
Commissioner Seiber  
Commissioner Sharpe

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, there were posted written notices of Public Meetings 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 there was posted an agenda of the meeting 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 Beckman called the meeting to order at 3:32 p.m. and then recited the Pledge of Allegiance.

Public Comment

None

Amendments to the Agenda

Business Agenda:

- Business Items #9 – Item 9, ¶ 13; Substitute with: “This IGA resolves forever the issues between SEMSWA and ACPAA in regard to Centennial Airport relating to SEMSWA’s fees assessed to ACPAA, credits to ACPAA by SEMSWA and lease payments to ACPAA from SEMSWA, other than any dispute arising out of or related to a breach of this IGA. In addition, both parties have consulted each of their staffs and board of directors and, after that consultation, each represents to the other that it is currently unaware of any other issues between them.”

A motion to approve the amendments to the agenda passed unanimously (4-0) upon a motion by Commissioner Bockenfeld and a second by Commissioner Neukirch.

Next Meetings

- January 4, 2012 – 7:00 p.m. Noise Roundtable meeting – Ramada Hotel and Suites.
- December 8, 2011 @ 3:30 p.m. – Regular Board meeting - Wright Brother’s Room.

CONSENT AGENDA

1. **Approve Minutes of October 13, 2011** Gwen Balk  
*Recommendation:* Motion to approve the minutes of October 13, 2011.
2. **401k Savings Plan – Amendment to Comply with the WRERA and SBJA Acts** Gwen Balk  
*Recommendation:* Motion to approve the Amendment to Comply with WRERA and SBJA Acts and authorize the Chair to sign.
3. **USAero, LLC & nitro Aero, LLC – Consent to Assignment of Sublease and Approval to Assignment and Assumption of SNDA** Gwen Balk  
*Recommendation:* Motion to approve the Consent to Assignment of Sublease and the Assignment and Assumption of SNDA and authorize Chairman and Clerk to sign subject to preparation and satisfactory review of the final documents by Counsel.

4. **Easement Agreement (Comcast – Underground Fiber Optic Lines) to provide access to the Highfield Business Park and Gordon Composites Development.** **Mike Fronapfel**  
*Recommendation:* Motion to grant the Easement Agreement (Comcast – Underground Fiber Optic Lines) and authorize the Chair and Clerk to sign the easement pending final review and approval by Staff and Counsel.
5. **Auditor Engagement** **Roxana Hahn**  
*Recommendation:* Motion to engage BKD, LLP for the audit of the 2011 Financial Statements and authorize the Chair to sign the Engagement Letter.
6. **September 2011 Financial Reports** **Roxana Hahn**  
*Recommendation:* Advisory

**BUSINESS AGENDA**

7. **Approval of Consent Agenda** **Susan Beckman**  
*Recommendation:* Approval of the Consent Agenda passed unanimously (4-0) on a motion by Commissioner Bockenfeld and second by Commissioner Neukirch.
8. **Items moved from Consent to Business Agenda** **Susan Beckman**  
None
9. **ACPAA – SEMSWA Intergovernmental Agreement** **Robert Olislagers**  
*Recommendation:* Motion to conditionally approve the Intergovernmental Agreement between the Arapahoe County Public Airport Authority (“ACPAA”) and the South East Metro Storm Water Authority (“SEMSWA”) regarding impervious fees and related stormwater charges pending approval by SEMSWA, and authorize the Chair and Clerk to sign.

Mr. Olislagers introduced John McCarty, executive director of Southeast Metro Storm Water Authority (“SEMSWA”), and commended him for working with ACPAA’s staff to agree on an Intergovernmental Agreement (“IGA”) in which the parties wish to resolve issues concerning three issues of mutual concern as follows: 1) the leasing of W-1 Pond by SEMSWA; 2) credits to ACPAA relating to regional ponds, including maintenance; and 3) credits to ACPAA relating to Runways, Taxiways and Connectors. ACPAA will receive credit for approximately 95+ acres in lieu of rent for W-1 Pond as well as credit for regional ponds including maintenance and also this solution is will be equitable long term for both entities. Mr. Olislagers further explained this agreement will provide the Airport with \$70,000 in annual reductions in storm water fees; and that this number is based on total square footage of the impervious surface of the Airports runways, taxiways, and connectors. Mr. Olislagers stated that Mr. McCarty has indicated that the SEMSWA Board has looked at this and it is the general consensus that this is a good solution for both entities.

Commissioner Neukirch asked if there is a term on this agreement. Mr. Olislagers stated no, and that as long as the Airport is in existence the agreement will be in existence. He further stated that depending on if the Airport takes surfaces out or adds surfaces to it, it will be a floating rate but ACPAA’s staff and SEMSWA will adjust those numbers if needed.

Commissioner Doubek inquired about the \$70,000 savings to ACPAA and what that looks like with the overall picture of the annual SEMSWA bill. Mr. Olislagers explained that for 2011 which includes all the parcels that the Airport bills against was about \$219,000, so ACPAA will be receiving funds back this year but in the future, there will be a credit against the full amount.

Chair Beckman asked if they would be the first Board voting on this to which Mr. Olislagers replied yes and this would be conditional on SEMSWA also approving this agreement. Chair Beckman on behalf of the Board wanted to congratulate and thank the two districts for working out an agreement. She stated that is a big relief to the Board and they can now take this off of their plate.

Motion passed unanimously (4-0) upon motion of Commissioner Doubek and a second by Commissioner Neukirch.

**10. Fuel and Operations Report for the month of September**

**Joe Hammond**

*Recommendation: Advisory*

- YTD Operations: Up 4.8% from 2010 at 257,726
- YTD Fuel Totals: Up 11.6% from 2010 at 9,368,235
- YTD Jet Fuel Totals: Up 12.1% from 2010 at 8,887,447
- YTD Av Gas Totals: Up 2.1% from 2010 at 480,788
- Monthly Operations: Up 17.1% from 2010 at 27,135
- Monthly Jet Fuel Sales: Down 1.6% from 2010 at 821,657
- Monthly Av Gas Sales: Up 14.8% from 2010 at 55,395
- Monthly Market Share for AvGas and Jet Fuel Combined September: DjC: 49.5%; TAC Air: 24.5%; Signature: 16.0%; X-Jet: 9.8%; Heliplex: 0.14%.

**11. Noise Report/Roundtable Update**

**Todd Green**

*Recommendation: Advisory*

Mr. Green provided a summary of the noise statistics for the month of October 2011 and YTD totals. He advised that there were 267 total logged noise complaints with 36 households reporting the following:

- Complaints by Household (HH): HH #1 = 29%; HH #2 = 23%; HH #3 = 13%; HH #4 = 7%; HH #5 = 3%; and the remaining households consisted of 25% of the complaints.
- The top 5 households totaled 75% of all complaints.
- YTD 2011 there has been a total of 4,182 complaints from 209 households.

Mr. Green then summarized the November 2<sup>nd</sup> Roundtable meeting where Scott Brownlee of the Colorado Division of Aeronautics came and did a presentation on how the Colorado airport system works, and how it is funded. Mr. Green stated that it was very informational and that Roundtable enjoyed the presentation greatly. He went on to explain that the next topic discussed was possibly hiring a facilitator to come in and assist the Roundtable with determining a direction the group would like to go in from this point. Mr. Green added that the December 2011 Roundtable meeting has been cancelled and the next meeting will be held January 4, 2012.

Chair Beckman expressed concern about a facilitator coming in to assist the Roundtable members due to the fact that the Board has been under the impression that the Roundtable was set up with parameters of what they were supposed to look at. If a facilitator is brought in to create a self directed group that would not be in line with what the Board had originally envisioned. Mr. Green explained that the group understands that they are advisory to this Board and the purpose of the facilitator would be to meet with everyone individually in order to evaluate their goals and then come together to create a "vision statement" for the entire group. Chair Beckman stated that this would be an issue for the Board and would like the facilitator, at the very least, to meet with Mr. Olislagers and some of the Board members to clarify what the Board envisions the group to be. Mr. Olislagers commented that the Roundtable has been meeting for quite some time now and they are at the point where they would like to reprioritize some of the things they want to look at and figure out what is next. Mr. Olislagers pointed out that Commissioner Doubek has sat on the panel and asked if he wanted to add anything. Commissioner Doubek explained that the Roundtable has essentially been studying "noise 101" and also have reviewed 22 other airports' noise abatement procedures. From here, they would like to know what they can do to improve. Mr. Olislagers assured the Board that the process of bringing in a facilitator will be tightly monitored and that the Board will be involved in the process.

**12. Legislative Update**

**Robert Olislagers**

*Recommendation: Advisory*

Mr. Olislagers reported that on November 18, 2011, the 22<sup>nd</sup> continuing resolution will expire and it is anticipated that a 23<sup>rd</sup> continuing resolution is expected. He went on to explain that the House and Senate have started to conference discussions on the budget and reauthorizations, focusing on reconciling the House bill which is at 3.3 billion dollars and the Senate which is at 3.5 billion dollars. Mr. Olislagers concluded that currently there have been no cutbacks and that it is unknown at this point how it will end up.

**Public Comment**

**Susan Beckman**

Dan Bryant, General Manager for TAC Air came forward and announced that TAC Air was recognized this year by Professional Pilot Magazine as the best FBO Network as voted by their customers. Mr. Bryant expressed that behind every great FBO is a great airport as well as airport staff and on behalf of TAC Air, he presented a plaque to Mr. Olislagers and the Board in appreciation of their continued support.

Next, Larry Ulrich of Denver jetCenter wanted to add that there are very few airports that have *any* FBO that is even in the top 40 and Mr. Bryant should be very proud that his TAC Air chain has been rated the #1 chain in the U.S. He went on to say he was equally proud that Denver jetCenter has ranked among the top 40 FBOs for the past 15 years rated by both the Pro Pilot Survey and International Aviation News Survey.

Mr. Ulrich additionally inquired as to where we are on the \$100 IFR filing fee? Mr. Olislagers replied that he wasn't sure if that issue has gone anywhere yet and didn't have a real good answer. He further stated that there are quite a few proposals out there to increase fees both for IFR filing and also increases on excise tax that pilots are paying however, there is a lot of push back on those fees and that in this economy any fee increases are likely to be shut down.

**Comments from Board Staff**

**Susan Beckman**

Mr. Olislagers introduced Kimberly Breutsch to the Board and explained she was sitting in place of Brian Magoon, Airport Counsel for this meeting. He also added that Director of Maintenance, David Zarlengo has approached his 30 year anniversary with the Airport Authority and that he will be recognized at the December 8th Board Meeting.

**Adjournment**

**Susan Beckman**

The meeting adjourned at 4:03p.m.

**Execution of Documents**

**Gwen Balk**

Approved:

  
Susan Beckman, Chair

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